

U.S. ARMY SERGEANTS MAJOR ACADEMY (ANCOC)

W422

OCT 03

PLANS, ORDERS, AND ANNEXES

## **TRAINING SUPPORT PACKAGE**



## TRAINING SUPPORT PACKAGE (TSP)

<b>TSP Number / Title</b>	W422 / PLANS, ORDERS, AND ANNEXES
<b>Effective Date</b>	01 Oct 2003
<b>Supersedes TSP(s) / Lesson(s)</b>	This lesson supersedes T403, Plans, Orders, and Annexes, dated OCT 02.
<b>TSP Users</b>	600-ANCOC, Advanced Noncommissioned Officer Course
<b>Proponent</b>	The proponent for this document is the Sergeants Major Academy.
<b>Improvement Comments</b>	<p>Users are invited to send comments and suggested improvements on DA Form 2028, <i>Recommended Changes to Publications and Blank Forms</i>. Completed forms, or equivalent response, will be mailed or attached to electronic e-mail and transmitted to:</p> <p>COMDT USASMA ATTN ATSS D BLDG 11291 BIGGS FIELD FORT BLISS TX 79918-8002</p> <p>Telephone (Comm) (915) 568-8875 Telephone (DSN) 978-8875</p> <p>E-mail: atss-dcd@bliss.army.mil</p>
<b>Security Clearance / Access</b>	Unclassified
<b>Foreign Disclosure Restrictions</b>	FD5. This product/publication has been reviewed by the product developers in coordination with the foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.

## PREFACE

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**Purpose**

This Training Support Package provides the instructor with a standardized lesson plan for presenting instruction for:

**Task Number****Task Title****Individual**

071-326-5502

Issue a Fragmentary Order.

071-326-5503

Issue A Warning Order.

071-900-0001

Prepare an Operations Plan.

071-900-0003

Prepare a Battalion Operations Order.

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**PLANS, ORDERS, AND ANNEXES**  
**W422 / Version 1**  
**01 Oct 2003**

**SECTION I. ADMINISTRATIVE DATA**

<b>All Courses Including This Lesson</b>	<u>Course Number</u> 600-ANCOC	<u>Version</u> 1	<u>Course Title</u> Advanced Noncommissioned Officer Course
<b>Task(s) Taught(*) or Supported</b>	<u>Task Number</u> <u>Individual</u>	<u>Task Title</u>	
	071-326-5502 (*)	Issue a Fragmentary Order.	
	071-326-5503 (*)	Issue a Warning Order.	
	071-900-0001 (*)	Prepare an Operations Plan.	
	071-900-0003 (*)	Prepare a Battalion Operations Order.	
<b>Reinforced Task(s)</b>	<u>Task Number</u>	<u>Task Title</u>	
<b>Academic Hours</b>	The academic hours required to teach this lesson are as follows:		
	<u>Resident Hours/Methods</u>		
	4 hrs 00 mins / Conference / Discussion		
	4 hrs 00 mins / Practical Exercise (Performance)		
Test	0 hrs		
Test Review	0 hrs		
	Total Hours:	8 hrs 00 mins	
<b>Test Lesson Number</b>	<u>Hours</u>	<u>Lesson No.</u>	
	Testing (to include test review)	3 hrs	E403 version 1
<b>Prerequisite Lesson(s)</b>	<u>Lesson Number</u>	<u>Lesson Title</u>	
	None		
<b>Clearance Access</b>	Security Level: Unclassified Requirements: There are no clearance or access requirements for the lesson.		
<b>Foreign Disclosure Restrictions</b>	FD5. This product/publication has been reviewed by the product developers in coordination with the (installation/activity name) foreign disclosure authority. This product is releasable to students from all requesting foreign countries without restrictions.		

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**References**

<u>Number</u>	<u>Title</u>	<u>Date</u>	<u>Additional Information</u>
FM 101-5	STAFF ORGANIZATION AND OPERATIONS	31 May 1997	
FM 101-5-1	OPERATIONAL TERMS AND SYMBOLS	30 Sep 1997	
FM 71-2	THE TANK AND MECHANIZED INFANTRY BATTALION TASK FORCE (REPRINTED W/BASIC INCL C1)	27 Sep 1988	

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**Student Study Assignments**

Before class--

- Study FM 101-5, App F and App H.
- Read FM 71-2, App B.
- Read FM 101-5, p 4-2 thru 4-5, 4-12, and 5-3 thru 5-27.
- Read FM 71-2, Chapter 2, pages 2-14 through 2-22.
- Read FM 101-5, Chapter 6 and App G.

During class--

- Participate in group discussion.
- Complete the PEs.

After class--

- Turn in recoverable materials.
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**Instructor Requirements**

1:16, ANCOC grad, and ITC and SGITC qualified.

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**Additional Support Personnel Requirements**

<u>Name</u>	<u>Stu Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
None			

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Equipment Required for Instruction	<u>ID</u>	<u>Stu</u>	<u>Instr</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
	<u>Name</u>	<u>Ratio</u>	<u>Ratio</u>			
	673000T101700 PROJECTOR, OVERHEAD, 3M	1:16	1:1	No	1	No
	702101T134520 DELL CPU, MONITOR, MOUSE, KEYBOARD	1:16	1:1	No	1	No
	SOFTWARE-1 MS-DOS, LATEST GOVERNMENT APPROVED VERSION	1:16	1:1	No	1	No
	SOFTWARE-2 WINDOWS XP, LATEST GOVERNMENT APPROVED VERSION	1:16	1:1	No	1	No
	441-06 LCD PROJECTION SYSTEM	1:16	1:1	No	1	No
	559359 SCREEN PROJECTION	1:16	1:1	No	1	No
	5820-000-Y81-6161 VCR	1:16	1:1	No	1	No
	703500T102257 DESKTOP/EPSON PRINTER	1:16	1:1	No	1	No
	7110-00-T81-1805 DRY ERASE BOARD	1:16	1:1	No	1	No
	7510-01-424-4867 EASEL, (STAND ALONE) WITH PAPER	1:16	1:1	No	1	No
	SNV1240262544393 36 INCH COLOR MONITOR W/REMOTE AND LUXOR STAND	1:16	1:1	No	1	No
	* Before Id indicates a TADSS					
Materials Required	<b>Instructor Materials:</b>					
	<ul style="list-style-type: none"> <li>• Viewgraphs 1 thru 24.</li> <li>• Maps required for the practical exercises.</li> <li>• Copies of all handouts and practical exercises.</li> </ul>					
	<b>Student Materials:</b>					
	<ul style="list-style-type: none"> <li>• Pen or pencils and writing paper.</li> <li>• Reading material listed on the Advanced Sheet (Annex D).</li> </ul>					
Classroom, Training Area, and Range Requirements	Classroom (40x40 Per 16 Students)					
Ammunition Requirements	<u>Id</u>	<u>Name</u>	<u>Exp</u>	<u>Stu</u>	<u>Instr</u>	<u>Spt</u>
				<u>Ratio</u>	<u>Ratio</u>	<u>Qty</u>
	None					

**Instructional  
Guidance**

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**NOTE:** Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

**Before Class--**

- Read and study all TSP material and be ready to conduct the class.
- This TSP has questions throughout to check on learning or generate discussion among the group members. You may add any questions you deem necessary to bring a point across to the group or expand on any matter discussed.
- You must know the information in this TSP well enough to teach from it, not read from it.
- This TSP presents references at the beginning of some of the paragraphs.
- This allows you to inform your students of where they would look in the reference to follow your instruction.

**During Class--**

- Conduct the class in accordance with this TSP.

**After Class—**

- Collect all recoverable materials after the examination for this lesson.

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**Proponent  
Lesson Plan  
Approvals**

<u>Name</u>	<u>Rank</u>	<u>Position</u>	<u>Date</u>
Grace Joralmon	CIV	Training Specialist	
Eichman, Guy A.	MSG	Course Chief	
Lawson, Brian H.	SGM	Chief, NCOES	
Mays, Albert J.	SGM	Chief, CDDD	

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## SECTION II. INTRODUCTION

Method of Instruction: Conference/Discussion  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio is: 1:16  
Time of Instruction: 5 mins  
Media: None

### Motivator

This lesson is one of the most important lessons you will receive during this course. This lesson covers the techniques and procedures you will use in preparing plans, orders, and annexes. We will discuss their characteristics, preparation techniques, sources of information, and standardized formats.

### Terminal Learning Objective

**NOTE:** Inform the students of the following Terminal Learning Objective requirements. At the completion of this lesson, you [the student] will:

<b>Action:</b>	Prepare combat orders.
<b>Conditions:</b>	As a platoon sergeant/staff NCO in a company, battalion, or brigade level unit.
<b>Standards:</b>	Prepared combat orders IAW FM 101-5 and FM 71-2.

### Safety Requirements

None

### Risk Assessment Level

Low

### Environmental Considerations

**NOTE:** It is the responsibility of all soldiers and DA civilians to protect the environment from damage.  
None

### Evaluation

You will take a 50-question written examination. The examination will include questions on the ELOs and TLO from this lesson. You must correctly answer 35 questions or more to receive a passing score (70 percent).

### Instructional Lead-In

It is a critical time in all combat operations when the commander translates his thoughts and his decisions into orders. The commander must rapidly transmit instructions to subordinate commanders for prompt, unerring execution. You must prepare to assist the commander by knowing the characteristics, preparation techniques, sources of information, and standardized formats of plans and orders.

### SECTION III. PRESENTATION

**NOTE:** Inform the students of the Enabling Learning Objective requirements.

#### A. ENABLING LEARNING OBJECTIVE

<b>ACTION:</b>	Recognize the uses of the different types of combat orders.
<b>CONDITIONS:</b>	As a platoon sergeant/staff NCO in a company, battalion, or brigade level unit.
<b>STANDARDS:</b>	Recognized the uses of the different types of combat orders IAW FM 101-5 and FM 71-2.

#### 1. Learning Step / Activity 1. Orders

Method of Instruction: Conference / Discussion  
Techniques of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 30 mins  
Media: VGT-1 thru VGT- 5

#### Orders

There are two general categories of orders: Administrative and Combat. During this lesson, we will only discuss combat orders. Combat orders express the commander's battlefield visualization, intent, and decisions based on plans or the receipt of a new mission.

Let's look at a list of the different types of combat orders:

#### SHOW VGT-1 Types of Combat Orders

***TYPES OF COMBAT ORDERS***

- Operation Order (OPORD)
- Service Support Order (SSORD)
- Movement Order
- Warning Order (WARNO)
- Fragmentary Order (FRAGO)

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Ref: FM 101-5, p H-2 and H-3

These five orders are key elements to every operation. You must know how to prepare and distribute them. Your failure to do so correctly could mean the difference

between winning or losing a battle. We will briefly discuss each of these orders beginning with the OPORD.

### **Operation Order**

The operation order (OPORD) is a directive the commander issues to subordinate commanders to coordinate the execution of an operation.

All OPORDs:

- Have five paragraphs.
- Provide task organization and the scheme of maneuver.
- Provide a clear, concise mission statement, that includes all mission statement elements (who, what, when, where, how, and why). The mission the higher headquarters assigns is the basis for the mission statement.
- Convey the commander's intent and concept of operations.
- Usually include an overlay.
- Operation orders do not state assumptions.

Ref: FM 101-5, p H-1 and H-3

Commanders change OPORDs by issuing FRAGOs, which we will discuss later. However, when there is a complete change in the tactical situation or when many changes make the current order ineffective, he issues a new order.

The chief of staff (XO) supervises staff members when they are preparing the OPORD to ensure they comply with the mission and the commander's intent, concept of operations, and other guidance.

The staff members include only minimum restrictions and details in the OPORD which commanders of subordinate units need for coordination and synchronization.

Staff members should provide the WHAT rather than the HOW to encourage initiative.

Ref: FM 101-5, p H-1 and H-3

## **Service Support Order**

The service support order (SSORD) provides the plan for service support of operations, including administrative movements. The staff members may issue the SSORD either with an OPORD or separately when the commander expects the CSS situation to apply to more than one OPORD. SSORDs provide information to supported elements and serve as a basis for the orders that supporting commanders issue to their units.

## **Movement Order**

The movement order is a stand-alone order that facilitates an uncommitted unit's movement. The movements are typically administrative. When we do not anticipate enemy interference (except by air), we arrange troops and vehicles to expedite their movement and conserve time and energy. Normally, we conduct these movements in the communications zone.

## **Warning Order**

The Warning Order (WARNO) is a preliminary notice of an order or action that is to follow. Warning orders help subordinate units and their staffs prepare for new missions. Warning orders maximize subordinates' planning time, provide essential details of the impending operation, and detail major time-line events that accompany mission execution.

The amount of detail a WARNO includes depends on the information and time available when the order is issued and the information subordinate commanders need for proper planning and preparation.

## **Fragmentary Order**

The Fragmentary Order (FRAGO) provides timely changes of existing orders to subordinate and supporting commanders and provides notification of changes to higher and adjacent commands.

Commanders may authorize members of their staff to change existing orders by issuing FRAGOs in their name. A FRAGO is either oral or written and addresses only those parts of the original OPORD that have changes. You *must use all five-paragraph headings* of the OPORD and follow the sequence of the OPORD. After each heading, state either "No Change" or add the new information. This ensures that recipients know they have received the entire FRAGO, especially if they received the FRAGO over the radio.

Ref: FM 101-5, p H-2 thru H-4

### **Overlay Order**

Those are the five types of combat orders. There is one more order that we need to discuss. It is an Overlay Order (FM 101-5, p H-4). The overlay order combines the five-paragraph order with the operation overlay. The commander may issue the overlay order when time is of the essence and he must get the order to subordinate commanders by the most expeditious means. He may issue the overlay order by any suitable graphic method.

### **REMOVE VGT-1**

QUESTION: If your unit receives a warning order to execute a mission in twelve hours, when should you issue your operation order?

ANSWER: You should issue your OPORD within four hours. You should never use more than one-third of the available planning time before issuing the order. Always try to issue orders within the time constraints of the "one-third/two-thirds rule."

Ref: FM 71-2, p B-4, para B-2, subparagraph F

### **Admin Instr, Plans and Orders**

When you write plans and orders, you should use abbreviations to save time and space if they will not cause confusion. Do not sacrifice clarity for brevity. Be sure you use abbreviations consistently throughout any order and its annexes. You must use abbreviations that are in international agreements when writing for any joint or combined force communications. The glossaries in the back of FM 71-2 and FM 101-5 contain many of the authorized abbreviations.

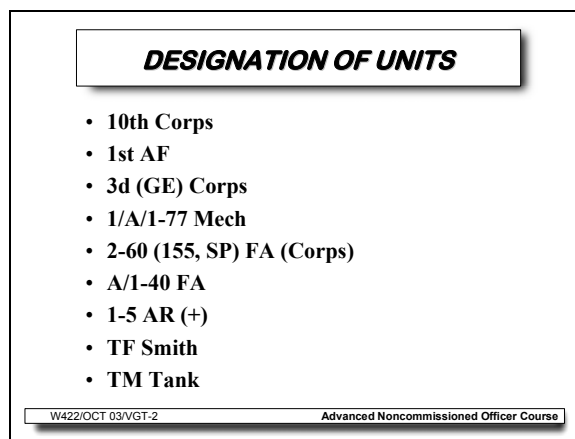
Ref: FM 101-5, p H-5

Use Arabic numbers when writing the numerical designations of units, such as, 10th Corps, 1st AF, 3d Corps, and 23d AR Div. When distinguishing between national forces of two or more nations, insert the distinguishing letters for the country between the numerical designation and the unit name, for example, 3d (GE) CORPS.

Ref: FM 101-5, p F-3

**NOTE:** This next visual aid will show a few acceptable methods for abbreviating the full designation of units.

#### **SHOW VGT-2, Designation of Units**



Ref: FM 101-5, p F-3 and p F-4; and FM 71-2, p B-5

Use abbreviated designations for organic units in plans and orders; however, to avoid confusion, use the full designation for non-organic units, 2-607 [155, SP] FA [CORPS] rather than 2-607 FA.

Force modifier symbols of a plus (+) for reinforced and minus (-) for detached indicate the addition (+) of a next subordinate element or detachment (-) of the next subordinate element.

You should limit the use of these symbols to units of similar function having a command relationship to the higher headquarters. Always show these symbols in parenthesis. These symbols alert commanders and staffs of significant changes to a unit's force structure.

Ref: FM 101-5, p F-7

A task force is a temporary grouping of units under one commander, formed for the purpose of carrying out a specific operation or mission.

Ref: FM 101-5-1, p 1-153

When you designate a task force, use the last name of the commander of the task force (TF WILLIAMS), a code name (TF WARRIOR), or a number (TF 47 or TF 1-77). A company “team” is a combined arms team. You would form a company “team” by attaching one or more non-organic tank, mechanized infantry, or light infantry platoon(s) to a tank, mechanized infantry or light infantry company either in exchange for or in addition to organic platoons.

**NOTE:** You can find the company “team” definition in FM 101-5-1, Chapter 1, p 1-36.

## **REMOVE VGT-2**

### **Designation of Places and Features**

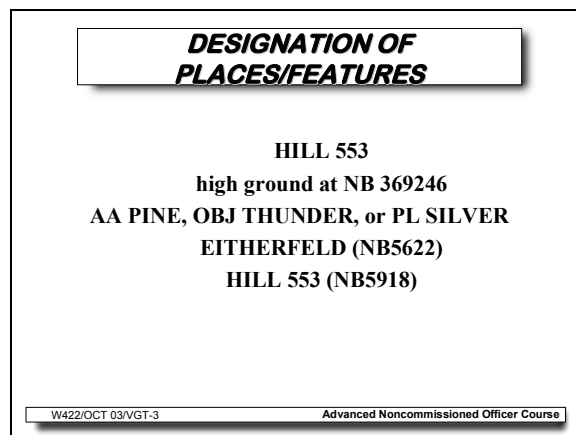
Now let's discuss the designation of places and features in plans, and orders.

We describe locations or points on the ground by:

- Referring to Military Grid Reference System (MGRS) coordinates.
- Referring to longitude and latitude (if the maps available do not have the MGRS).
- Giving the distance and direction from a simple reference point (for example, crossroads 1,000 meters southwest of church tower of Napeirville [LB6448]).

Let's look at some examples of how to designate places and features.

### **SHOW VGT-3, Designation Places/Features**



Ref: FM 101-5, p H-5 thru H-6

**NOTE:** Briefly go over the rules for designation of places and features. Identify hills for which surveyed elevations are on the map by writing “hill” in capital letters and following it with the surveyed elevation, for example, “HILL 553” on the visual aid.

When identifying unsurveyed elevations, use lower-case letters and give the grid coordinates. As an example, “hill at NB369246” or “high ground at NB369246” as shown on the visual aid.

Identify control measures such as objectives and phase lines by using all capital letters. For example, use all capital letters to write “ASSEMBLY AREA PINE, OBJECTIVE THUNDER, or PHASE LINE SILVER” as shown on the visual.

When mentioning a place or feature on a map for the first time in an order, print the name in capital letters spelled exactly as it is on the map and show its grid coordinates in parentheses after its name.

When using a control measure such as a contact point or supply point for the first time in an order, print the name or designation of the point and follow it with its grid coordinates in parentheses.

Use a four-, six-, or eight-digit MGRS coordinate as necessary to precisely locate a place, feature, or point and put the 100-kilometer square designation in front of the coordinate, for example, LB6448. Thereafter, use names, planning names, or codes and repeat the coordinates only for clarity.

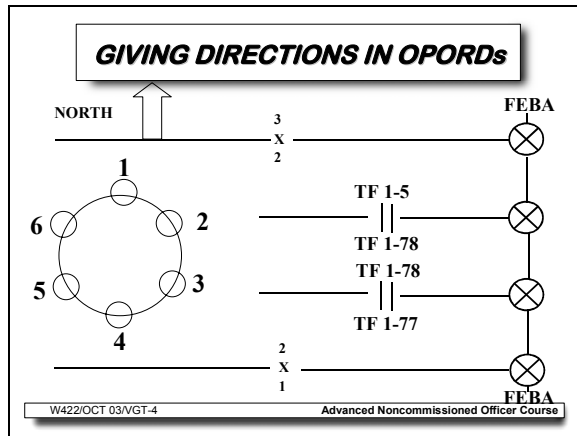
Ref: FM 101-5, p H-5 and H-6

### **REMOVE VGT-3**

#### **Giving Directions**

You must be careful when giving directions in relationship to the battlefield. Let's look at a visual aid to see how to give directions in OPORDs.

#### **SHOW VGT-4, Giving Directions in OPORDS**



Ref: FM 101-5, p H-5 and p H-6; and FM 71-2, p B-5, para B-4

**NOTE:** Briefly go over the rules for giving directions. **Do Not** spend a lot of time on this information.

To designate a general direction, use Cardinal directions. On the visual aid for example, Assembly Area 2 is west of the FEBA, rather than left of the FEBA.

To describe the assembly area (AA) on this visual aid by grid coordinates, we list the northernmost (12 o'clock) point first and give the remaining points in clockwise order. Always describe positions from left to right and from front to rear, facing the enemy.

To avoid confusion, use compass points to describe flanks, rather than right or left of the friendly force. The unit to the north of Task Force 1-78 is Task Force 1-5. The unit to its south is TF 1-77.

Ref: FM 101-5, p H-5 and p H-6; and FM 71-2, p B-5, para B-4

## REMOVE VGT-4

### Dates and Times

Now, let's use the next visual aid to discuss dates and times.

### SHOW VGT-5, Designation of Dates and Times

<b><i>DESIGNATION OF DATES AND TIMES</i></b>	
<u>Designation</u>	<u>Examples</u>
Date-Time Group:	060800T Jan 1999
Date:	D+2
Time:	H+6 H-30 minutes
<small>W422/OCT 03/VGT-5      Advanced Noncommissioned Officer Course</small>	

Ref: FM 101-5, p H-6 and H-7, and p H-14

**NOTE:** Briefly go over the rules for dates and times. **Do Not** spend a lot of time on this information.

Always use the date-time group (DTG) to designate dates and times in operation orders and plans. Never use terms, such as "PM," "AM," "DAYLIGHT," "DUSK," "EENT," AND "BMNT" in place of date-time groups.

The date-time group consists of six digits (two digits for the day and four digits for the 24-HOUR time), the time zone designator, the three-letter abbreviation for the month, and the year.

Frequently, OPLANs do not specify the date and hour an operation will begin. In these cases, the day on which the operation commences is D-day.

Use plus or minus signs to identify days before or after D-day. For example, indicate two days after D-day as "D plus two" (D+2).

The system for numbering hours and minutes in an operation is similar, but use the letter "H" to indicate the hour. To indicate six hours after H-HOUR, write "H plus 6" (H+6), and to show 30 minutes prior to H-HOUR, you would write "H minus 30 minutes" (H-30 minutes).

**NOTE:** You can find detailed instructions for using other dates and times in FM 101-5, p H-6 and H-7.

## **REMOVE VGT-5**

QUESTION: Who has the primary coordinating staff responsibility for preparing, coordinating, authenticating, publishing, and distributing the command OPORD?

ANSWER: The S3/G3.

Ref: FM 101-5, p 4-12

**CHECK ON LEARNING:** Conduct a check on learning and summarize the ELO.

**B. ENABLING LEARNING OBJECTIVE**

<b>ACTION:</b>	Prepare a warning order.
<b>CONDITIONS:</b>	As a platoon sergeant/staff NCO in a company, battalion, or brigade level unit.
<b>STANDARDS:</b>	Prepared a warning order IAW FM 101-5.

1. Learning Step / Activity 1. Prepare a warning order.

Method of Instruction: Conference / Discussion

Technique of Delivery: Small Group Instruction (SGI)

Instructor to Student Ratio: 1:16

Time of Instruction: 15 mins

Media: None

**Warning Orders**

Units use warning orders extensively. Warning orders give preliminary notice of actions or orders that are to follow. As stated before they give subordinates maximum time to prepare for an operation.

The warning order always requires an acknowledgment. Coordinating or special staff officers or NCOs, with the commander's (or CoF's [XO's]) approval, may prepare and issue warning orders.

However, the G3/S3 is the primary coordinating staff responsibility for preparing, coordinating, authenticating, publishing, and distributing all plans and orders. The G3/S3 also recommends priorities for allocating the resources of the command, including time, personnel, supplies, and equipment.

Therefore, staff sections must coordinate with the G3/S3 section prior to issuing or authenticating any warning order. In addition to coordinating with the G3/S3, staff sections should also coordinate the issue of warning orders with all other staff sections who may have some responsibility in the planned operation.

Warning orders use the five-paragraph field order format. A warning order maximizes planning time for subordinates, provides essential details of the impending operation, and details major time-line events, which accompany the mission execution.

REMEMBER, IF A WARNING ORDER DOES NOT SPECIFICALLY STATE IT, IT DOES NOT AUTHORIZE EXECUTION.

Ref: FM 101-5, p 4-12, p H-3, and p H-27 thru H-28

**Break Time: 0:50 to 01:00**

**NOTE:** Conduct a check on learning and summarize the learning activity.

2. Learning Step / Activity 2. Practical Exercise 1

Method of Instruction: Practical Exercise (Performance)  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 40 mins  
Media: PE-1

**Practical Exercise 1**

In this practical exercise, you will prepare a warning order. Remember that warning orders use the same format as the OPORD, the five-paragraph field order format.

**NOTE:** Pass out PE-1. Have one of the students read aloud the procedures on page C-2. Ask if there are any questions concerning what they must do to complete the PE. Tell them they have 30 minutes to finish the PE.

**Solution to Practical Exercise 1**

**NOTE:** Before you pass out SPE-1, have each student, in turn, provide a solution for one item on the PE. Allow time for discussion of the answers. Then pass out C-6 and C-7.

**Break Time: 01:50 to 02:00**

C. **ENABLING LEARNING OBJECTIVE**

<b>ACTION:</b>	Correct an operations order.
<b>CONDITIONS:</b>	As a platoon sergeant/staff NCO in a company, battalion, or brigade level unit.
<b>STANDARDS:</b>	Corrected an operations order IAW FM 101-5 and FM 71-2.

1. Learning Step / Activity 1. Heading

Method of Instruction: Conference / Discussion  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 2 hrs  
Media: VGT-6 thru VGT-21

**Heading**

Operation orders and plans have a standardized format that includes a heading, a body, and an ending. This next visual aid shows the correct format for the heading.

**SHOW VGT-6, OPORD/OPLAN Format--Heading**

<p><b><i>OPORD/OPLAN FORMAT-- HEADING</i></b></p> <p>(Classification)</p> <p>(Change from oral orders, if any)</p> <p>Copy ____ of ____ copies</p> <p>Issuing headquarters</p> <p>Place of issue (coordinates)</p> <p>Date-time group of signature</p> <p>Operation Order# ____ (Code Name)</p> <p>Reference: [Map Series# (Name), Sheet# (Name), Edition#, Scale</p> <p>Time Zone used throughout the order:</p> <p>Task Organization:</p> <p>W422/OCT 03/VGT-6 Advanced Noncommissioned Officer Course</p>
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Ref: FM 101-5, p H-6, p H-12

The first item you have to enter in the heading is the classification. Center the security classification at the top and bottom of each page of the order or plan. You classify OPORDs and OPLANs in accordance with AR 380-5. You normally use "derivative" classification authority to classify OPORDs/OPLANs at the tactical level. In other words, you use the same classification that is on the OPORD from the next higher headquarters' unless you "derive" information for your OPORD or plan from

sources with a higher classification. If you use unclassified information to simulate a classified OPORD or plan for training purposes, you must clearly indicate the actual unclassified status of the material (AR 380-5, para 4-306).

Mark unclassified instructional or training material representing orders “\_\_\_\_\_ for training, otherwise unclassified,” with the exercise classification level in the blank.

The next item in the OPORD/OPLAN heading is "Change from oral orders, if any." Each staff section provides the G3/S3 with the status of any oral orders pertaining to the OPORD/OPLAN. If the commander previously issued oral orders, either confirm no change or change the oral orders by centering a brief statement immediately below the classification. Use statements such as "No change from oral orders" or "No change from oral orders except paragraph \_\_\_\_." If the commander did not previously issue any oral orders, leave out the reference to oral orders.

On the right side of the OPORD or OPLAN, write the copy number, issuing headquarters, place of issue, date-time group, and message reference number information like the example shown on the visual aid.

When the copies are ready for distribution, assign a copy number and maintain a record of the number of each copy for accountability. Below the copy number enter the designation of the headquarters issuing the order. As a minimum, include the issuing unit and its next higher headquarters on this line. For example, use "1st BDE, 52d IN DIV (M) (B)."

Next, enter the place of issue (location of issuing headquarters). Write the name of the nearest town, place, or geographical feature in capital letters, coordinates in parentheses, and the country in capital letters. You may encode this information.

The next item in the heading is the date-time group.

QUESTION: What is significant about this date-time group entry?

ANSWER: This entry is the date and time the commander signed the order. It is also the effective time for implementing the order unless the beginning of the coordinating instructions indicates otherwise.

Ref: FM 101-5, p H-7 and p H-14; and FM 71-2, p B-6

The message reference number consists of letters, numbers, or a combination of letters and numbers that permit subordinates to acknowledge and/or refer to the order in the clear over a non-secure communications system.

Make sure these letters or numbers do not indicate any connection with the OPORD/OPLAN number nor other message reference numbers. The unit signal officer normally generates the numbers or letters you use to assign the message reference numbers.

After you complete this section of the order, enter the OPORD/OPLAN number on the left margin as shown on the visual aid. If the operation has a code name, include it in parentheses after the number.

QUESTION: How do you number plans and orders?

ANSWER: Number operation plans and orders consecutively within the calendar year.

Ref: FM 101-5, p H-14

The "References" paragraph, next on the visual aid, indicates the map, chart, sketch, aerial photograph, or other documents subordinates need to understand the order. When referring to a map, include the map series number and (country or geographic area, if required), sheet number and name, edition number, and the map scale.

The "Time Zone Used Throughout The Order" is the time zone applicable to the operation. Spell out the time zone letter designator in capital letters.

If you reference times from other time zones in the order, convert them to the time zone for the operation.

For operations across several time zones, use "ZULU" time. ZULU time is standard for Joint and NATO operations.

QUESTION: What does the task organization show?

ANSWER: The task organization describes the allocation of forces to support the commander's concept. It shows the command relationships: attached, OPCON, and TACON (tactical control). It also shows support relationships: general support, general support reinforcing, reinforcing, and direct support.

Ref: FM 101-5, Appendix F and p H-14

If the task organization properly shows these relationships, there is no need to mention it again in the OPORD/OPLAN. Place long and complicated information in Annex A. You should base the development of the task organization on planning guidance from the commander, the METT-T factors, and input from the other staff members. Of course, the commander normally provides the final details concerning task organization for the mission when he issues his intent and concept of operations.

## **REMOVE VGT-6**

### **Task Organization**

The next visual aid shows the sequence you will use to list units in brigade or battalion task organization.

### **SHOW VGT-7, Task Organization Sequence**

***TASK ORGANIZATION  
SEQUENCE***

1. Maneuver Units (Task Forces/Teams, infantry, light, mechanized, motorized, air assault, airborne, armor, aviation, cavalry: armored and air)
2. Artillery units (firing batteries: tube (self-propelled), tube (towed), rockets, and target acquisition).
3. CS units by size of command echelon, then numerically, and then alphabetically
4. CSS units by size of command echelon, then numerically, and then alphabetically.

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Ref: FM 101-5, p F-3 and p F-6, Fig F-4

When you enter the paragraph heading, capitalize the first letter both words "Task Organization" and put a colon (:) after the last word.

The general sequence for listing units in the task organization is combat, combat support (CS), and combat service support (CSS). First, list the largest

similarly sized task forces (or teams) alphabetically or numerically. In a brigade order for example, the named task forces appear first in alphabetical order followed by numbered task forces in numerical sequence.

Next, list other maneuver units, in the sequence shown on the visual aid: infantry, light infantry, mechanized infantry, motorized, air assault, airborne, armor, aviation, cavalry: armored and air.

Then, after the maneuver units, list artillery units (firing batteries: tube (self-propelled), tube (towed), rockets, and target acquisition). After the maneuver and artillery units, place combat support units in the task organization under the heading "Brigade Troops" or "Battalion/Task Force Troops." Place organic and attached combat service support units in the task organization under the "Forward Support Battalion (FSB)" for Brigade and "Battalion/Taskforce Trains" for that echelon. List both CS and CSS units by size of command echelon, then numerically, and then alphabetically.

#### REMOVE VGT-7

#### SHOW VGT-8, Task Organization Outline Format

<b><i>TASK ORGANIZATION OUTLINE FORMAT</i></b>	
<b>Task Organization:</b>	<b>Arty</b>
<b>TF ADAMS</b>	<b>1-50 FA (155 SP) (DS)</b>
<b>1-10AR(-)</b>	<b>Bde Troops</b>
<b>C/1-92 IN</b>	<b>A/1-44 ADA(-)</b>
<b>1/3/A/1-44 ADA</b>	<b>3/C/1-44 ADA</b>
	<b>A/52 ENG (DS)</b>
<b>TF 1-92</b>	<b>1/52 Chem Co</b>
<b>1-92 IN(-)</b>	<b>1/A/52 MI</b>
<b>C/1-10 AR</b>	<b>1/B/52 MI(-)</b>
<b>Tm B/1/B/52/MI</b>	<b>1/52 MP Co</b>
	<b>(OPCON: 012200Z Sep)</b>
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Ref: FM 101-5, Appendix F

In order to show an organic, assigned, or attached unit in the OPORD/OPLAN task organization, indent the unit designation two spaces under its command and control headquarters listing.

List unassigned units below a major subordinate headquarters if they are in an attached status. If they are not in an attached status, indicate this in parentheses following the unit designation. For example, when a unit is under operational control of the headquarters, indent the unit designation under the headquarters and write "OPCON" in parentheses after its designation.

Likewise, if a unit is in direct support of a unit, indent it below the headquarters it supports and write "DS" in parenthesis after the unit designation.

To show that a unit has one or more of its next subordinate elements detached, use a minus sign (-) in parentheses after the unit designation. Use a plus sign (+) in parentheses after a unit designation to show it has an attachment of one or more next subordinate elements. Limit the use of these symbols to units of similar function having a command relationship to the higher headquarters. If the effective time of attachment, detachment, OPCON, or TACON is different from the effective time of the order, either write the effective time in parentheses as shown on the visual aid or show this information in paragraph 1c, "Attachments and Detachments."

Try to put all information in the task organization or in Annex A and state, "See Task Organization" or "See Annex A."

An element may become Attached/Detached or OPCON/TACON on order, as the commander states in his guidance.

To make minor adjustments to the present organization, just specify changes in the task organization. Sometimes, you may have to include a "note" regarding some unique aspect of the task organization. When the command relationships of attached, detached, OPCON, or TACON elements are too complex to show clearly in the task organization, list them in paragraph 1c, "Attachments and Detachments."

Again, try to put all the information in task organization or in Annex A. Long or complicated task organizations go into Annex A of the OPORD/OPLAN.

#### **REMOVE VGT-8**

**NOTE:** Refer the students to FM 101-5, page F-5 and let them review the matrix method of formatting task organization. The matrix method is especially convenient

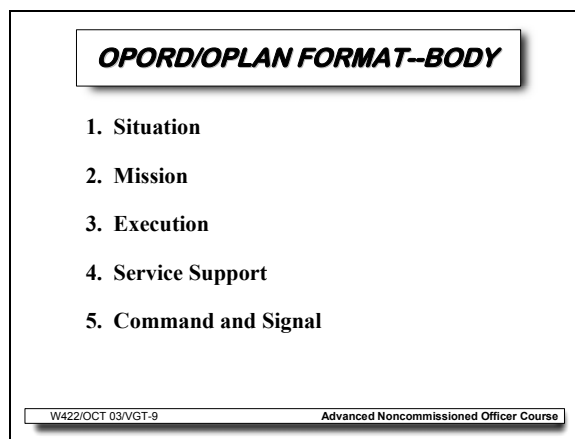
at brigade and below. Commanders and staffs must be fully aware that matrix formats are not standard and that the United States does not have agreements with alliance members governing their use. Therefore, *headquarters that are in joint or multinational operations must not use matrix formats for distribution outside their headquarters.*

Ref: FM 101-5, p F-5

### Opord/Oplan Format

The next visual aid shows the format you will use to construct the body of an OPORD/OPLAN.

### SHOW VGT-9, Opord/Oplan Format--Body



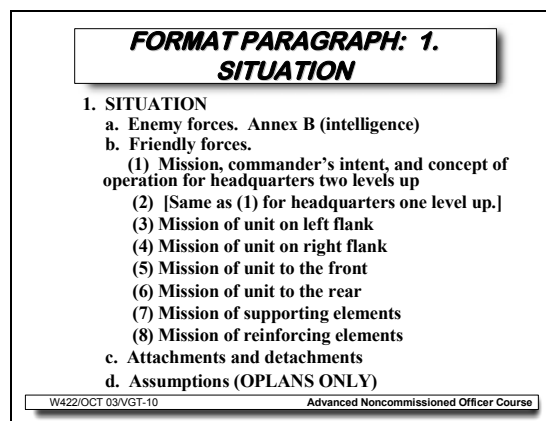
Ref: FM 101-5, p H-12 thru p H-19

This next visual aid shows the format for paragraph one of an operation order and operation plan.

### REMOVE VGT-9

### Situation

### SHOW VGT-10, Format paragraph: 1. Situation



Paragraph 1 (SITUATION) would include information like that shown on the visual aid. It gives an overview of the general situation and always contains three subparagraphs: Enemy forces, Friendly forces, and Attachments and detachments.

OPLANs add a fourth subparagraph: "Assumptions." The intelligence section (G2/S2) prepares the "Enemy Forces" subparagraph (1a).

QUESTION: What types of information about the enemy can you include in the "Enemy Forces" subparagraph?

ANSWER: The "Enemy Forces" subparagraph normally includes information that describes the enemy's most likely and most dangerous course of action. When possible, provide a sketch of the enemy course of action in lieu of verbiage (Appendix \_\_\_\_ (sketch) to Annex B (Intelligence). Include an assessment of terrorist activities directed against US Government interests in the area of operations.

Ref: FM 101-5, p H-15

Generally, you will concentrate on an enemy unit whose size is two levels lower than your unit. For example, at brigade level you would concentrate on enemy elements at company level. At battalion level you would concentrate on platoon level enemy elements.

The "Enemy Forces" subparagraph may also refer to the current intelligence estimate or intelligence summary (INTSUM).

If the information on enemy forces is lengthy, place that information in Annex B (Intelligence) and refer to the annex in this paragraph, as it is shown on the visual aid.

The friendly forces subparagraph (1b) provides subordinates with the missions of its higher headquarters as well as adjacent units on the flanks, to the front, and to the rear. You need to copy verbatim the mission statements, commander's intent, and concept of operations of the higher headquarters one and two levels up. Also copy verbatim the mission statements of adjacent, supporting, and reinforcing units. Copy this information from the order of the next higher headquarters and place the information in subparagraphs under "Friendly Forces." Also include the mission statements of other units whose actions will have significant bearing on the mission of the headquarters that issued the statements. Do not include organic, attached, or

OPCON units in this subparagraph. Be sure to list the highest unit's mission first.

Always include the mission, commander's intent, and concept of operations of the highest headquarters in subparagraph 1b(1).

Ref: FM 101-5, p H-15 and FM 71-2, p B-8

QUESTION: After you enter the mission, commander's intent, and concept of operations of the next two higher headquarters in paragraph 1b(1) and (2), what do you list next?

ANSWER: List the mission of the unit on your left flank.

Ref: FM 101-5, p H-15; and FM 71-2, p B-8, para b.1,b (2)

Be sure you list the mission of adjacent units in the proper sequence: left, right, front, and rear. The covering force is an example of a unit to the front.

Only list the units to the rear whose actions would have significant bearing on the headquarters that issued the mission. An example is the next higher commander's reserve force.

List the missions of supporting and reinforcing units. You include the mission of units that support or reinforce the next higher headquarters. For example, in a Battalion OPORD, list artillery and engineer units in direct support of the brigade since they provide combat support to the maneuver battalions.

Ref: FM 101-5, p H-15; and FM 71-2, p B-8

The Attachments and Detachments subparagraph (1c) lists attached and detached units. If you list attachments and detachments under "Task Organization", do not list them here. If the task organization shows all attachments and detachments, simply reference "Task Organization" in this subparagraph. An operation plan always contains an "Assumptions" subparagraph (1d). This paragraph lists the pertinent situations/conditions that the commander believes will exist at the time the plan becomes an order.

## **REMOVE VGT-10**

This next visual aid shows the format for paragraph two of an operation order and operation plan.

## Mission

### SHOW VGT-11, Format paragraph 2. Mission

**FORMAT PARAGRAPH: 2.  
MISSION**

**2. Mission**

The mission is a clear, concise statement of the task(s) the issuing unit must accomplish. The commander's restated mission becomes the mission statement. This statement addresses the **WHO, WHAT, WHEN, WHERE, and WHY** of the operation

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Ref: FM 101-5, p 5-8 and p H-15; and FM 71-2, p B-8

Paragraph 2 is a clear, concise, statement of the issuing unit's mission. The commander's restated mission becomes the mission statement.

This paragraph answers the Who, What, When, Where, and Why of the operation. The details concerning "How" the commander expects to accomplish the mission, is in paragraph 3.

**NOTE:** FM 101-5, Chapter 5, page 5-8 and 5-9 implies that we include the "How" in paragraph 2, Mission, along with the "Who, What, When, Where, and Why." Tell the students that this is part of the "Military Decision-Making Process," and that the "How" of the operation in detail, is in paragraph three of the OPORD in the "Concept of Operations" subparagraph.

Always state the complete mission. The mission statement must stand alone, without reference to any other documents except a map. The mission statement should contain enough detail to allow subordinates to understand the mission solely from the mission statement.

**REMOVE VGT-11**

**SHOW VGT-12, Example paragraph 2. Mission**

**EXAMPLE PARAGRAPH: 2.  
MISSION**

**2. MISSION**

TF 2-77 conducts a passage of lines and attacks 130530Z Sep 1999 to seize OBJ BLUE vic HILL 295 (NB251369) and OBJ RED vic HILL 301 (NB296384), and prepares to continue the attack to the east on order.

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Ref: FM 71-2, p B-8 and B-9

QUESTION: In this example, "Who" is performing this mission?

ANSWER: TF 2-77.

QUESTION: "When" will TF 2-77 perform the mission?

ANSWER: 130530Z Sep 1999, (0530 hrs [ZULU], 13 Sep 99).

QUESTION: "Where" does the mission take place?

ANSWER: HILLS 295 (NB251369) and 301 (NB296384).

QUESTION: "What" is the mission?

ANSWER: Conduct passage of lines and attack to seize OBJECTIVES BLUE and RED.

QUESTION: "Why" must the unit accomplish the mission?

ANSWER: To continue the attack to the east.

Ref: FM 101-5, p 5-8, step 11

**REMOVE VGT-12**

**Execution**

**SHOW VGT-13, Format Paragraph: 3. Execution**

**FORMAT PARAGRAPH: 3.  
EXECUTION**

**3. EXECUTION**

**Intent:**

**a. Concept of operations. Annex C (Operation Overlay).**

**(1) Maneuver.**

**(2) Fires. Annex D (Fire Support).**

**(3) Reconnaissance and Surveillance. Annex L (Reconnaissance and Surveillance).**

**(4) Intelligence. Annex B (Intelligence).**

**(5) Engineer. Annex F (Engineer).**

**(6) Air Defense. Annex G (Air Defense).**

**(7) Information Operations.**

**(8) Others as needed.**

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Ref: FM 101-5, p H-15 and H-16; FM 71-2, p B-9

The third paragraph (Execution) contains the information subordinates need to accomplish their mission. It contains the commander's intent, the concept of operations, tasks to maneuver units, tasks to combat support units, and any coordinating instructions.

The commander's intent is a clear, concise statement of what the force must do to succeed with respect to the enemy, terrain, and desired end state. It provides the link between the mission and the concept of operations by stating the key tasks that, along with the mission, are the basis for subordinates to exercise initiative when unanticipated opportunities arise or when the original concept of operations no longer applies.

Ref: FM 101-5, p 5-9

### **Concept of Operations**

QUESTION: What information is in the "Concept Of Operations" subparagraph?

ANSWER: The concept of operations is the commander's clear, concise statement of where, when, and how he intends to concentrate combat power to accomplish the mission in accordance with his higher commander's intent.

Ref: FM 101-5, p 5-27

The concept of operations statement expands the commander's intent, particularly his vision of how he will conduct the operation and whom he will assign to perform it. You will base the concept of operations on the Course of Action (COA) statement from the military decision-making process. As a minimum, this statement

will address close, deep, rear, security, and reserve operations as well as describe the type or form of operation and designate the main effort. Include any “be-prepared” missions. The commander uses this subparagraph when he feels he must supply sufficient detail to ensure appropriate action by subordinates in the absence of additional communications or further instructions.

After the concept of operation statement, include any subparagraphs you need to clarify the concept and to ensure unity of effort.

Ref: FM 101-5, p H-15

**Break Time: 02:50 to 03:00**

**Time: 03:00 to 03:30 (continue learning step/activity 1, ELO 3)**

When an operation involves two or more clearly distinct and separate phases, you must prepare the concept of operations in subparagraphs describing each phase. Designate phases as “Phase” and follow it with the appropriate roman numeral, for example, “Phase I.”

Depending on what the commander considers appropriate, the level of command, and the complexity of any given operation, there are several subparagraphs you may need to include in the concept of operations.

### **Maneuver subparagraph**

The “**Maneuver**” subparagraph provides a clear, concise narrative of the scheme of maneuver from the beginning to the successful end of the operation. This paragraph must address deep, close, rear, security, and reserve operations in a sequence that promotes clarity. You should designate the main effort and identify when it changes. Also, you should address the elements of the battlefield framework. Be sure this paragraph and the operation overlay are complementary, adding to the clarity of, rather than duplicating each other. Do not duplicate information that you will incorporate into unit subparagraphs or coordinating instructions.

Ref: FM 101-5, p 5-13 and p H-16; FM 71-2, p B-9

The other possible subparagraphs of Subparagraph 3a describe the support that selected elements make to the overall scheme of maneuver. These subparagraphs are not tasks to subordinate elements; they tell the entire command how to use these elements to aid overall mission accomplishment.

Ref: FM 101-5, p H-16

### **Fires Subparagraph**

The “**Fires**” subparagraph clarifies the scheme of fires that support the overall concept. In this subparagraph, you designate which maneuver unit is the main effort and has priority of fires to include the purpose of, priorities for, allocation of, and restrictions to fire support. Also, you need to refer to appropriate annexes as required. If the only reference to an annex is to the fire support annex, list it after “(2) Fires.” When referencing other annexes, identify them within the subparagraph where appropriate. If the information is too complex, place it in Annex D (Fire support).

**NOTE:** FM 101-5, page B-1 thru B-2; and page H-42 thru H-44, further explain information that you may include in the Fires subparagraph.

### **Reconnaissance and Surveillance Subparagraph**

In the “**Reconnaissance and Surveillance**” subparagraph you should identify the reconnaissance and surveillance plan and how it supports the basic concept of operations. You should also address how reconnaissance assets will operate in relation to the rest of the force. FM 101-5, page H-60, further explains information you may include in this paragraph. If the information is too complex, place it in Annex L (Reconnaissance And Surveillance). Specify the information for those units you require to accomplish specific tasks for reconnaissance and surveillance in the appropriate subparagraphs of (a, b, or c) paragraph 3.

### **Intelligence subparagraph**

In the “**Intelligence**” subparagraph, describe the intelligence system concept supporting the scheme of maneuver. You have to describe the priority of effort

among situation development, targeting, and battle damage assessment (BDA). You also describe the priority of support to maneuver units and the priority of counterintelligence (CI) effort. FM 101-5, page B-1 and pages H-39 and H-40, further explains the information that you may include in the intelligence subparagraph. Refer students to student handout 2 and discuss the future of our operations environment and the impact of OPORD in this environment.

QUESTION: If the information is too complex to place in this subparagraph, what annex will you put it in?

ANSWER: Annex B (Intelligence).

Ref: FM 101-5, p H-16

### **Engineer Subparagraph**

In the “**Engineer**” subparagraph, you must clarify the scheme of engineer support to the maneuver plan, paying particular attention to the integration of engineer assets and obstacles. Be sure you indicate priority of effort and include priority of mobility, counter-mobility, and survivability aspects as appropriate.

Also use this subparagraph to delegate or withhold authority to emplace obstacles. FM 101-5, page B-2 and pages H-46 thru H-48, further explains information that you may include in the Engineer subparagraph. If the information is too complex, place it in Annex F (Engineer).

### **ADA Subparagraph**

In the “**Air Defense**” subparagraph, you must state the overall concept of air defense in support of the scheme of maneuver, if necessary. You should include considerations of potential Air Force counter air support as well as the actual contribution of dedicated air defense units. Also, establish priority of air defense for GS units and provide air defense weapons status and warning status. FM 101-5, page B-2 and pages H-49 thru H-50, further explains information that you may include in the Air Defense subparagraph. If the information is too complex, place it in Annex G (Air Defense).

## Information Operations Subparagraph

You should also include in the “**Information Operations**” subparagraph the overall concept of information operations in support of the scheme of maneuver. You should establish priority of support and refer to appropriate annexes when there is a requirement.

Specify the information for those units you require to accomplish specific tasks for information operations in the appropriate subparagraphs of 3a, b, or c, or paragraph 4. You may use as many additional subparagraphs, beginning with subparagraph (8), as you need to include information for other areas.

## REMOVE VGT-13

### Tasks to Maneuver Units

## SHOW VGT-14, Paragraph 3. Execution (cont)

***FORMAT PARAGRAPH: 3.  
EXECUTION (CONT)***

b. Tasks to maneuver units.

- (1) 1ST Unit
- (2) 2d Unit

c. Tasks to combat support units

- (1) Intelligence
- (2) Engineer
  - (a) Priorities of work
  - (b) Environmental considerations
- (3) Fire Support
  - (a) Air support
  - (b) Field artillery support
  - (c) Naval gunfire support

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Ref: FM 101-5, p H-17 thru p H-18

In paragraph 3b, “Tasks to Maneuver Units,” list all the maneuver units that report directly to the headquarters issuing the order or plan in the same sequence as in the task organization, including reserves. Use a separate subparagraph for each maneuver unit. You must clearly state the missions or tasks that each maneuver unit of the command is to accomplish. Only list tasks that are necessary for

omprehension, clarity, and emphasis. Place tactical tasks that affect two or more units in Subparagraph 3d, "Coordinating Instructions." (Shown later on VGT-16)

### **Tasks to Combat Support Units**

The next paragraph is "Tasks to Combat Support Units." Here you list Combat Support (CS) units in subparagraphs in the same order as they appear in the task organization. Use these subparagraphs only as necessary.

Use CS subparagraphs to list only those specific tasks that CS units must accomplish. Do not list specified or implied tasks you list elsewhere. Include the organization of the units for combat, if not clear from task organization.

### **Fire Support Subparagraph**

The "Tasks to Combat Support Units" paragraph includes the "Fire Support" subparagraph. This subparagraph usually contains further subparagraphs for each fire support means. This subparagraph could include, separate subparagraphs for air support, field artillery support, naval gunfire support, and finally fire support-coordinating measures. Include priorities of fire, such as counter-fires or interdiction, in this paragraph if not already in the concept of operation.

Use a Fire Support Annex, Annex D, if the information is too extensive to place in the basic order, and reference it in this subparagraph.

Next, list other elements providing combat support first by size of the command echelon, then numerically, and then alphabetically, in separate subparagraphs.

**REMOVE VGT-14**

### **Execution**

**SHOW VGT-15, Format for Paragraph 3. Execution, (cont)**

**FORMAT PARAGRAPH: 3.  
EXECUTION (Cont)**

- (d) Fire support coordinating measures.
- (4) Air Defense.
  - (a) Organization or combat.
  - (b) Missions.
  - (c) Priorities for protection.
- (5) Signal.
- (6) NBC.
- (7) Provost Marshall.
- (8) Psychological Operations (PSYOP).
- (9) Civil-Military Operations

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Ref: FM 101-5, p H-17 and p H-18

**NOTE:** Write the following statement on whiteboard: If you have to include missions for B Co/52d Engineer Bn, B Co/52d ADA Bn, 2d Plt/B Co/52d MI Bn, and 2d (DECON) Plt/52d Chemical Co.

**QUESTION:** What is the correct sequence to list these units in this section of the OPORD?

**NOTE:** Have a student come forward and lead the group into a discussion to determine the answer. Have the student write the answer on the board.

**ANSWER:** First, list the company-size elements in alphabetical order (there is no difference between the two, numerically). In this case, list the ADA Company and then the Engineer Company. Next list the Platoon-size elements in alphabetical order (there is no difference between the two, numerically). List the Chemical (DECON) Platoon and then the MI Platoon.

Ref: FM 101-5, p F-3 and p F-6

Orders rarely include the CSS units in paragraph 3 except when the CSS elements have special missions.

### **Coordinating Instructions**

Brigade and battalion orders normally place CSS unit missions only in paragraph 4.

The last subparagraph of the "Execution" paragraph is always "Coordinating Instructions." It is mandatory for the coordinating instructions subparagraph to include subparagraphs d (1) through d (5), as shown on this next visual aid.

### **SHOW VGT-16, Coordinating Instructions**

### ***COORDINATING INSTRUCTIONS***

#### **d. Coordinating instructions**

- (1) Time or condition when a plan or an order becomes effective.
- (2) CCIR.
  - (a) PIR
  - (b) EEFI
  - (c) FFIR
- (3) Risk reduction controls measures.
- (4) Rules of engagement (ROE).
- (5) Environment considerations.
- (6) Force Protection.
- (7) any additional coordination instructions.

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Ref: FM 101-5, p H-18

The coordinating instructions subparagraph contains tactical instructions and details of coordination (other than signal items) applicable to two or more units of the command. When there are no coordinating instructions, place the word "None" after the heading. Do not include SOP items.

### **Risk Reduction Control Measures**

Place complex instructions in the appropriate annex. FM 101-5, page H-18 lists possible items to place in the "Risk Reduction Control Measures" Subparagraph.

### **REMOVE VGT-16**

### **Service Support**

The next paragraph in the standard format is the "Service Support" paragraph.

### **SHOW VGT-17, Paragraph: 4. Service Support**

### ***PARAGRAPH: 4. SERVICE SUPPORT***

#### **4. SERVICE SUPPORT**

- a. Support concept (Annex I Service Support)
- b. Materiel and services
- c. Medical evacuation and hospitalization
- d. Personnel
- e. Civil military
- f. As required

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Ref: FM 101-5, p H-13 and p H-18 and p H-19

An example of how this paragraph looks and information it may contain is on page H-13 and pages H-18 thru H-19 of FM 101-5. The S1, S4, S5, and special staff sections provide most of the information in Paragraph 4 of the OPLAN/OPORD. This paragraph contains the combat service support instructions and the concept of logistics support for the operation. If the CSS information is lengthy, put it in Annex I (Service Support) and reference it here. Division and higher levels of command sometimes publish a separate service support order. Many of the brigade and battalion level combat service support procedures are usually routine and part of an SOP. Therefore, Paragraph 4 does not usually contain lengthy administrative or logistic instructions at the brigade and battalion level. We will discuss the service support paragraph and service support annex in more detail later in the course.

#### **REMOVE VGT-17**

#### **Command and Signal**

"Command and Signal" is the last paragraph in the body of an order. It has two subparagraphs, as you see on this next visual aid.

#### **SHOW VGT-18, Paragraph: 5. Command and Signal**

**PARAGRAPH: 5. COMMAND AND SIGNAL**

**5. COMMAND AND SIGNAL**

**a. Command**

- (1) Main CP at NB297053; displace to NB170025 on order
- (2) TAC CP at NB398119; displace to NB296076 on order
- (3) Rear CP at NB131027; displace to NB081033 on order
- (4) Alt CP is 1-41 FA TOC (NB143098); displace to NB093077 on order

**b. Signal. Annex H (Signal)**

- (1) SOI Index KTV 1600C in effect.
- (2) Maintain radio listening silence until enemy contact

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Ref: FM 101-5, p H-19; and FM 71-2, p B-12

In the "Command" subparagraph (5a), you list the map coordinates of the commander, main Command Post (CP), Tactical CP, Rear CP, and Alternate CP. Also include at least one future displacement location for each CP. If it is not in the tactical standing operating procedures, you can show the succession of command.

An accompanying overlay may graphically show the location of the command group. Some orders include the location of the next higher headquarters' command post in this subparagraph.

The "Signal" instructions subparagraph (5b) contains, as a minimum, the index number of the current Signal Operating Instructions (SOI). Be sure to list required reports and formats with the times to submit the reports. The signal officer normally prepares this subparagraph.

#### **REMOVE VGT-18**

#### **OPORD Ending**

#### **SHOW VGT-19, Format for OPORD Ending**

<b><i>FORMAT FOR OPORD ENDING</i></b>	
<b>ACKNOWLEDGE:</b>	<b>GARFIELD COL</b>
<b>OFFICIAL:</b> /S/ <b>HAYES</b> <b>HAYES</b> <b>S3</b>	
<b>ANNEXES:</b>	<b>A Omitted B Intelligence C Operation Overlay (Issued separately) D Omitted</b>
<b>DISTRIBUTION:</b>	<b>A</b>
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Ref: FM 101-5, p H-19; and FM 71-2, p B-12 and p B-13

The ending consists of the acknowledgment instructions, signature of the commander, authentication (if required), list of annexes, and distribution instructions.

The acknowledgment instructions direct subordinates to acknowledge receipt of the order. These instructions may contain detailed acknowledgment instructions or simply the word "acknowledge." When a subordinate unit acknowledges the OPLAN/OPORD, it means they received and understood the OPLAN/OPORD. Units acknowledge orders by using the message reference number in the heading unless otherwise directed.

The commander or authorized representative signs the original copy of a written plan or order. If the representative signs the original, add the phrase "for the commander." Retain this copy in the headquarters' files. The coordinating staff responsible for publication of the order must authenticate the order if the commander does not sign the order.

**NOTE:** Tell your students to turn to FM 101-5, p H-34.

Letter annexes alphabetically using the letter designated on page H-34 in FM 101-5. For example Annex A will always be Task Organization and Annex B will always be Intelligence. List them in alphabetical order under the heading "ANNEXES:" following the authentication, as shown on the visual aid. For annexes you distribute separately from the basic order, enter the phrase "ISSUED SEPARATELY" in parentheses following the title of the annex. List the letters for all of the annexes. If there is enough information to warrant the use of the annex, place the title of the annex next to the appropriate letter. If there is no use for the annex, state, "OMITTED" next to the letter for the annex.

**NOTE:** Point out to students that on page H-7, FM 101-5 it states, "Units that do not require a particular annex indicate this by stating "Annex \_\_\_\_ omitted." On page H-19, FM 101-5 under the ANNEXES subparagraph it states, "If a particular annex is not used, place a "not used" beside that annex letter." For consistency while doing practical exercises, use the word "omitted." Also explain that there is not enough room on the visual aid to list examples of all of the letters for the annexes.

The distribution block indicates who is to receive copies of the OPLAN/OPORD. The distribution normally uses procedures the unit establishes in the SOP. Additional distribution will include the higher headquarters and all adjacent, supporting, reinforcing, and attached units not in the SOP. Cite the distribution list in full when distribution includes a unit from another nation or from a NATO Command.

## **REMOVE VGT-19**

### **Matrix OPORD**

Many units use matrix operation orders as an alternative to the standard five-paragraph operation order.

**NOTE:** Tell your students to get FM 71-2 and turn to Appendix B, p B-42 shows an example of a defensive matrix order.

The purpose of the matrix order is to cut orders production time and to provide subordinates more time for reconnaissance, preparation, and rehearsal. The single-page format may include all signal information for the day of the operation.

You can place the matrix order in the corner of a map case for easy reference.

Units normally issue matrix orders with standard operations, intelligence, and fire support overlays. There is no standard format for a matrix operation order.

**NOTE:** Tell your students not to let this confuse them as you talk about the matrix order and then switch to the execution matrix. This section of the lesson discusses orders and **A MATRIX ORDER IS AN ORDER**. We discuss the execution matrix here because it is also a matrix and the basics of filling it out are much the same as the matrix order. The staff can write an annex to an order as an execution matrix. The execution matrix is more likely to be part of Annex C (Operation Overlay), as the students will see in FM 71-2 on pages B-34 and B-65.

**NOTE:** Tell your students to open FM 71-2 to App B, pages B-18, B-34, and B-65. The example of a blank execution matrix is on p B-18, Page B-34 is an example of an execution matrix that with an operation overlay for an OPORD. Page B-65 is an example of an execution matrix that goes with an operation overlay for a FRAGO. Use the last two to show how you might fill out the execution matrix.

### Execution Matrix

#### SHOW VGT-20, Execution Matrix

<b>EXECUTION MATRIX</b>								
	TM A	TM B	CO C	CO D	CO E	SCTS	MTR	ADA
MOVE FROM AA TO LD								
SEIZE OBJ CAT								

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Ref: FM 71-2, p B-18, p B-34, and p B-65

An execution matrix lists the task force's major subordinate units and the missions or tasks that they must execute during each stage of an operation, much like

the matrix order. However, the execution matrix does not contain as much information as the matrix order.

To construct an execution matrix, list all major subordinate elements, including scouts, mortars, and any attached, OPCON, or direct support combat support units, across the top of the matrix. Next, list the stages or phases of the operation down the left column. If you need to, skip a row after each stage to provide space for on-order and be-prepared missions. Finally, fill in the blocks with brief descriptions of the actions the commander requires for each stage or phase of the operation. Use abbreviations whenever possible.

If the tasking for a unit is the same in successive stages, list it only the first time. If you need additional instructions, such as orientation of fires, specific movement techniques, or obstacle responsibility, draw a diagonal line through the box and list the action in the upper left hand portion and the additional instructions in the lower right hand portion of the divided block.

As you see on pages B-34, an operation overlay that includes an execution matrix provides the task force leaders with a readily accessible, sequential summary of all taskings.

## **REMOVE VGT-20**

**Break TIME: 03:50 to 04:00**

2. Learning Step / Activity 2. Practical Exercise 2  
Method of Instruction: Practical Exercise (PE)  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 50 mins  
Media: PE-2

### **Practical Exercise 2**

**NOTE:** Tell students that **FM 101-5 and FM 71-2 are in conflict** with each other, therefore, to avoid confusion use FM 101-5 for all PEs during this lesson.

**NOTE:** Pass out PE-2. Have one of the students read aloud the procedures on page C-9. Ask if there are any questions concerning what they must do to complete the PE. Tell them they have 40 mins to finish the PE.

**Break Time: 04:50 to 05:00**

**Time: 05:00 to 05:30 (continue learning step/activity 2, ELO 3)**

### **Solution to Practical Exercise 2**

**NOTE:** Before you pass out SPE-2, have each student, in turn, provide a solution for one item on the PE. Allow time for discussion of the answers. Pass out C-16 thru C-18 and clarify any questions.

3. Learning Step / Activity 3. Responsibility for Operation Order  
Method of Instruction: Conference / Discussion  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 15 mins  
Media: VGT-21

### **Responsibility for Operation Order**

Now, let's continue our discussion of OPORDS/OPLANS.

**QUESTION:** Which coordinating staff officer is responsible for the preparation, coordination, authentication, publication, and distribution of the operation order?

**ANSWER:** The G3/ S3 is responsible for operation order. However, other staff sections normally provide selected portions of the OPORD and sometimes, entire annexes.

Ref: FM 101-5, p 4-12

### **Sources of Information**

The staff members have various sources of information available to help them prepare orders as shown on this next visual aid.

### **SHOW VGT-21, Sources of Information**

***SOURCES OF INFORMATION***

- Higher headquarters' OPLAN/OPORD
- Staff estimates
- Restated mission
- Commander's intent
- Commander's guidance
- Commander's decision/Concept of operations

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Ref: FM 101-5, p 4-4 and p 4-5; p 5-3 thru p 5-27

The OPLAN/OPORD provides a great deal of information you need for the preparation of your platoon OPLAN/OPORD. For example, the higher headquarters' order can provide intelligence about the enemy, the missions of adjacent units, your unit's mission, and the support concept.

Immediately upon receiving an order from higher headquarters, the commander and his staff members analyze the mission and determine, among other things, the specified and implied tasks. Based on this analysis, the commander issues his initial guidance to his staff. Each staff member extracts appropriate items of information from the higher headquarters' order that influence his portion of the unit order.

Depending on the time and circumstances, each staff member completes an estimate and presents recommendations to the commander or the G3/S3. The G3/S3 includes this information in the plan/order and normally requests the appropriate staff to prepare its particular annex and paragraph of the OPLAN/OPORD. For example, the G2/S2 prepares Paragraph 1A; the G1/S1 and G4/S4 prepare Paragraph 4; and the Signal Officer prepares Paragraph 5B.

The commander may restate the specified tasks "word for word" from the higher headquarters' order or he may reword the specified tasks and include some implied tasks as part of his restated mission statement. Upon approval of the restated mission, it becomes Paragraph 2 of the OPORD.

The commander's intent is a clear, concise statement of what the force must do to succeed with respect to the desired end state of the mission. It provides the link between the mission and the concept of operations. Place it in the order between the heading of Paragraph 3 and Paragraph 3a.

Once the commander states his intent, he provides the staff with enough additional guidance to focus the staff for course of action development and analysis. After completing its analysis and comparison, the staff identifies its preferred course of action and makes a recommendation.

The commander then makes a decision on the course of action for his force. He bases his decision on his knowledge and experience and the recommendations of his staff.

The commander's decision on the course of action becomes the basis of Paragraph 3a of the order, "Concept of Operations."

The commander's concept of operations normally contains information about the task organization. The commander may assign additional or contingency missions to his subordinate commanders. He may also specify additional information he wants to include in the plan/order. For example, he may identify control measures, priority of fires, scheme of maneuver, or other information in his concept of operations.

#### **REMOVE VGT-21**

**Break Time: 05:50 to 06:00**

#### **4. Learning Step / Activity 4. Practical Exercise 3**

Method of Instruction: Practical Exercise (PE)  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 30 mins  
Media: PE-3

#### **Practical Exercise 3**

**NOTE:** Pass out PE-3 to each student. Have one of the students read aloud the procedures on page C-20. Ask if there are any questions concerning what they must do to complete the PE. Tell the students they have 30 minutes to complete the practical exercise.

#### **Solution to Practical Exercise 3**

**NOTE:** Before you pass out SPE-3, have each student, in turn, provide a solution for one item on the PE. Allow time for discussion of the answers. Pass out C-28. Clarify any questions that the students have.

**CHECK ON LEARNING:** Conduct a check on learning and summarize the ELO.

#### **D. ENABLING LEARNING OBJECTIVE**

<b>ACTION:</b>	Prepare an annex to an operations order.
<b>CONDITIONS:</b>	As a platoon sergeant/staff NCO in a company, battalion, or brigade level unit .
<b>STANDARDS:</b>	Prepared an annex to an operations order IAW FM 101-5.

1. Learning Step / Activity 1. Annexes and Additions

Method of Instruction: Conference / Discussion  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 15 mins  
Media: VGT-22

**Annexes and Additions**

The basic OPLAN/OPORD includes most of the essential information the unit needs to execute the commander's intent. However, the order may require an annex (and other additions) if the commander's intent requires amplification.

Ref: FM 101-5, p H-7 thru p H-8 and p H-34

QUESTION: What is an annex?

ANSWER: An annex is a component to an order which relates to a specific aspect of the operation (for example, fire support).

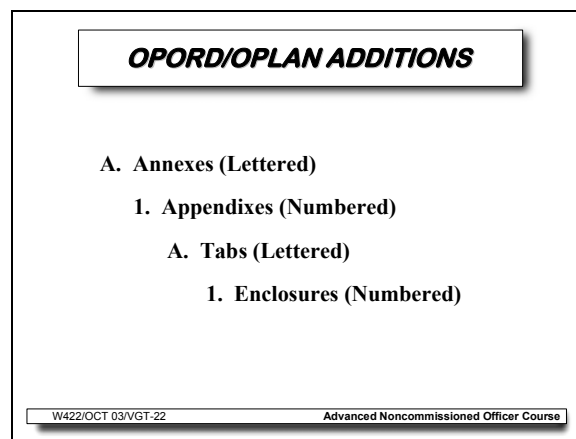
Ref: FM 101-5, p H-7

QUESTION: What is the purpose of an annex?

ANSWER: To keep the basic text of an order short.

Ref: FM 101-5, p H-7

**SHOW VGT-22, OPORD/OPLAN Additions**



Ref: FM 101-5, p H-7 thru p H-8 and p H-34

We use annexes, appendixes, tabs, and enclosures to expand on an OPORD/OPLAN and increase the clarity and usefulness of the basic order.

Annexes amplify and supplement instructions in the basic order. You can find the sequence for the most common annexes in FM 101-5, page H-34.

Use this sequence for all OPORDS/OPLANS.

Indicate when units do not require a particular annex by stating "Annex \_\_\_\_ Omitted." Letter annexes using capital letters.

Appendixes expand annexes. Number appendixes sequentially with Arabic numbers.

Tabs expand appendixes. Letter them consecutively with capital letters.

Enclosures expand tabs. Number them consecutively with Arabic numbers. Battalions seldom use appendixes, tabs, or enclosures in their orders and brigades use them sparingly in their orders. Battalion and brigade orders usually do not contain enough information to warrant the use of these expanders.

Although this lesson does not specifically cover appendixes, tabs, or enclosures in any detail, the formats, techniques, and procedures you use to prepare them are essentially the same as preparing annexes.

## **REMOVE VGT-22**

QUESTION: What format does an annex follow?

ANSWER: Most written annexes follow the standard five-paragraph OPLAN/OPORD format as shown in Fig H-2, P H-12.

Ref: FM 101-5, p H-11 and H-12

There are exceptions to using the standard five-paragraph field order format for annexes. The task organization (Annex A) formats are in FM 101-5, Appendix F. The operation overlay (Annex C) obviously has a different format. FM 101-5, page H-45, states that Annex E (Rules of Engagement) "does not follow the standard five-paragraph format."

QUESTION: Who prepares an annex?

ANSWER: The staff officer (or staff section) having responsibility for the activity or service in the annex.

Ref: FM 101-5, p H-8

Annexes should increase the clarity and usefulness of the order. They also allow for the selective distribution of certain information the command needs to coordinate and execute the order. OPORDS and OPLANS may also use overprinted maps, sketches, traces, matrices, tables, plans, graphs, and overlays as annexes.

Units may issue annexes simultaneously with the order or distribute them separately. Unless there is good reason to the contrary, issue all copies of an order complete with all of its annexes. Annexes you issue at the same time as the basic order with the same distribution do not need a separate heading or ending, nor do they require signature or authentication. Identify the annex by its title and the operation order number (for example, Annex B [Intelligence] to Operation Order 10--52d IN DIV (M) (B)). When you issue an annex separately from the basic order, it must contain a complete heading and a complete ending. The primary staff officer who issues an annex separately from the OPORD must authenticate that annex.

You need to reference annexes you attach to an OPLAN/OPORD within the body of the plan/order in the appropriate paragraph or subparagraph. If there is not an appropriate paragraph or subparagraph in which to reference the annex, reference it in Paragraph 3, "Execution" in the subparagraph "Coordinating Instructions."

List annexes again in the recapitulation of annexes after the body of the plan or order.

Paragraph 2, "Mission" of an annex describes the mission of the functional area in support of the basic order. It is not a repeat of the mission in Paragraph 2 of the OPLAN/OPORD. Annexes may reference SOPs, but they should not include matters the command discusses in the SOPs.

**Break Time: 06:50 to 07:00**

2. Learning Step / Activity 2. Practical Exercise 4

Method of Instruction: Practical Exercise (PE)  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 1 hr  
Media: PE-4

#### Practical Exercise 4

During this PE, you will prepare a Fire Support Annex. The Fire Support Coordinator (FSCOORD) and Fire Support Element (FSE) are the commander's fire support planners and they normally prepare the fire support annex. Although the FSCOORD and FSE did complete the fire support planning for this practical exercise, you must assemble the pieces of the fire support plan into a fire support annex.

**NOTE:** Pass out PE-4 to each student. Have one of the students read aloud the procedures on page C-30. Ask if there are any questions concerning what they must do to complete the PE. Tell them they have one hour to finish the PE.

Ref: FM 101-5, p H-42

**Break Time: 07:50 to 08:00**

**Time: 08:00 to 08:30 (continue learning step/activity 2, ELO 4)**

#### Solution to Practical Exercise 4

**NOTE:** Before you pass out SPE-4, have each student, in turn, provide a solution for one item on the PE. Allow time for discussion of the answers, pass out SPE-4 (C-33 thru C-35), Clarify any question that the students have.

**CHECK ON LEARNING:** Conduct a check on learning and summarize the ELO.

#### E. ENABLING LEARNING OBJECTIVE

<b>ACTION:</b>	Prepare a fragmentary order.
<b>CONDITIONS:</b>	As a platoon sergeant/staff NCO in a company, battalion, or brigade level unit.
<b>STANDARDS:</b>	Prepared a fragmentary order IAW FM 101-5 and FM 71-2.

#### 1. Learning Step / Activity 1. Fragmentary Orders

Method of Instruction: Conference / Discussion  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 20 mins  
Media: VGT-23 and VGT-24

#### Fragmentary Orders

Now, we will discuss the preparation and dissemination of fragmentary orders. A fragmentary order provides timely changes of existing orders and notification to higher and adjacent commands. Fragmentary orders are appropriate whenever the commander needs to change or amend an order.

Since an operation order does not always allow for all situations, fragmentary orders permit the headquarters to adjust the execution of an order to successfully complete the mission. Plans and orders are not always complete when the headquarters issues them. As more information becomes available, you will use a fragmentary order to disseminate it in sufficient time to allow subordinate commanders to react.

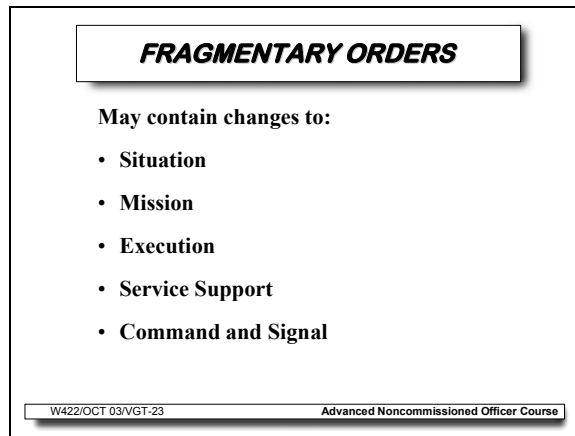
In a fragmentary order, omit the elements from the original order which:

- Have no change
- Are not essential to the mission
- Might delay or complicate the fragmentary order, or
- Are unavailable or incomplete at the time of issue. These elements would show "No Change" next to the specified paragraph.

Ref: FM 101-5, p H-3 and p H-29

As a general rule, fragmentary orders may contain changes to:

#### **SHOW VGT-23, Fragmentary Orders**



Ref: FM 101-5, p H-3 and Fig H-7, p H-29

**NOTE:** Briefly discuss some of the possible changes to the portions of the OPORD that are on the Visual Aid. Some possibilities are: changes to attachments or detachments for task organization; enemy second-echelon forces are at the FEBA for the situation; one of the unit's major elements must maneuver to a different location for the concept; because of a change in maneuver, fire support priority is different for fire support; and because of a change in the situation, the commander's CCIRs are different for the coordinating instructions.

#### **REMOVE VGT-23**

The amount of detail to include in a fragmentary order depends on the time and means of communications available and the amount of information the subordinate commanders need. Remember that the characteristics of a fragmentary order are the same as an OPLAN/OPORD. A coordinating or special staff section may prepare and issue a fragmentary order. However, like any other order you issue in the name of the commander, FRAGOs must have the commander's approval prior to dissemination. Additionally, FRAGOs must have complete staffing and coordination prior to approval. The S3 is the primary coordinating staff section for preparing, coordinating, authenticating, publishing and distributing operations plans and orders, fragmentary orders, and warning orders. The S3 ensures the order allocates critical command resources correctly and distributes combat power adequately. For example, if the S4 learns that the Controlled Supply Rate (CSR) is cut in half for tow missiles he should issue a fragmentary order adjusting the CSR for tow weapons and inform the commander and/or S3 about the new CSR. This will allow them to adjust the plan to ensure the operation succeeds despite the reduction.

Fragmentary orders follow the standard five-paragraph operation order format. You must use all five-paragraph headings. After each heading state either "No Change" or write the new information. Staffs may use various methods to issue fragmentary orders.

#### **SHOW VGT-24, FRAGO Methods of Issue**

***FRAGO METHODS OF ISSUE***

- **Orally**
  - Face to face
  - Radio
  - Telephone
- **Written order**

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Ref: FM 101-5, p H-2 and H-3

Follow up an oral fragmentary order with a written fragmentary order. This eliminates any possibility of misunderstanding or misinterpretation. Oral fragmentary orders provide timely changes. Battalions and brigades use this method of issue frequently. The best method of issuing a written fragmentary order is by a courier or fax machine, if available.

#### **REMOVE VGT-24**

**NOTE:** Direct students to FM 101-5, Figure H-7, page H-29. Point out to the students that they should annotate one of two statements in paragraph 3c, coordinating instructions. It will say either, "Current overlay remains in effect" or "See Change 1 to Annex C, Operations Overlay." If they use the second statement, they must attach a new overlay and list it under the Annexes subparagraph as Change 1 to Annex C, Operations Overlay.

**Break Time: 08:50 to 09:00**

#### **2. Learning Step / Activity 2. Practical Exercise 5**

Method of Instruction: Practical Exercise (PE)  
Technique of Delivery: Small Group Instruction (SGI)  
Instructor to Student Ratio: 1:16  
Time of Instruction: 35 mins  
Media: PE-5

#### **Practical Exercise 5**

**NOTE:** Pass out PE-5 to each student. Have one of the students read aloud the requirements on page C-37. Ask if there are any questions concerning what they must do to complete the PE. Tell the students they have 35 minutes to complete PE-5.

#### **Solution to Practical Exercise 5**

**NOTE:** Before you pass out SPE-5, have each student, in turn, provide a solution for one item on the PE. Allow time for discussion of the answers. Pass out SPE-5 (p C-39 thru C-41) and clarify any questions.

**CHECK ON LEARNING:** Conduct a check on learning and summarize the ELO.

#### SECTION IV. SUMMARY

Method of Instruction: <u>Conference / Discussion</u>
Technique of Delivery: <u>Small Group Instruction (SGI)</u>
Instructor to Student Ratio is: <u>1:16</u>
Time of Instruction: <u>5 mins</u>
Media: <u>None</u>

#### Check on Learning

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None

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#### Review / Summarize Lesson

This lesson discussed plans, orders, and annexes. Plans, orders, and annexes are the means that the commander uses to convey his intent to his subordinates in a rapid, clear, brief, simple, but complete manner. Remember that clarity is the ultimate goal of any order.

As a platoon sergeant or staff NCO, your supervisors will call on you to prepare, edit, publish, and distribute plans, orders, and annexes. The success of your unit's mission may depend largely on your ability to accomplish all of these tasks effectively.

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## SECTION V. STUDENT EVALUATION

### Testing Requirements

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**NOTE:** Describe how the student must demonstrate accomplishment of the TLO. Refer student to the Student Evaluation Plan.

You will take a 50-question written examination. The examination will include questions on the ELOs and TLO from this lesson. You must correctly answer 35 questions or more to receive a passing score (70 percent).

### Feedback Requirements

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**NOTE:** Feedback is essential to effective learning. Schedule and provide feedback on the evaluation and any information to help answer students' questions about the test. Provide remedial training as needed.

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Enabling Learning Objective A

Learning Step 1

VGT-1, Types of Combat Orders

## ***TYPES OF COMBAT ORDERS***

- **Operation Order (OPORD)**
- **Service Support Order (SSORD)**
- **Movement Order**
- **Warning Order (WARNO)**
- **Fragmentary Order (FRAGO)**

## ***DESIGNATION OF UNITS***

- **10th Corps**
- **1st AF**
- **3d (GE) Corps**
- **1/A/1-77 Mech**
- **2-60 (155, SP) FA (Corps)**
- **A/1-40 FA**
- **1-5 AR (+)**
- **TF Smith**
- **TM Tank**

***DESIGNATION OF  
PLACES/FEATURES***

**HILL 553  
high ground at NB 369246  
AA PINE, OBJ THUNDER, or PL SILVER  
EITHERFELD (NB5622)  
HILL 553 (NB5918)**



## ***DESIGNATION OF DATES AND TIMES***

### **Designation**

### **Examples**

**Date-Time**

**060800T Jan 1999**

**Group:**

**Date:**

**D+2**

**Time:**

**H+6**

**H-30 minutes**

## ***OPORD/OPLAN FORMAT-- HEADING***

**(Classification)**

**(Change from oral orders, if any)**

**Copy \_\_\_\_ of \_\_\_\_ copies**

**Issuing headquarters**

**Place of issue (coordinates)**

**Date-time group of signature**

**Operation Order#\_\_\_\_(Code Name)**

**Reference: [Map Series# (Name), Sheet# (Name), Edition#,  
Scale**

**Time Zone used throughout the order:**

**Task Organization:**

## ***TASK ORGANIZATION SEQUENCE***

- 1. Maneuver Units (Task Forces/Teams, infantry, light, mechanized, motorized, air assault, airborne, armor, aviation, cavalry: armored and air)**
- 2. Artillery units (firing batteries: tube (self-propelled), tube (towed), rockets, and target acquisition).**
- 3. CS units by size of command echelon, then numerically, and then alphabetically**
- 4. CSS units by size of command echelon, then numerically, and then alphabetically.**

## ***TASK ORGANIZATION OUTLINE FORMAT***

<b>Task Organization:</b>	<b>Arty</b>
<b>TF ADAMS</b>	<b>1-50 FA (155 SP) (DS)</b>
<b>1-10AR(-)</b>	<b>Bde Troops</b>
<b>C/1-92 IN</b>	<b>A/1-44 ADA(-)</b>
<b>1/3/A/1-44 ADA</b>	<b>3/C/1-44 ADA</b>
	<b>A/52 ENG (DS)</b>
<b>TF 1-92</b>	<b>1/52 Chem Co</b>
<b>1-92 IN(-)</b>	<b>1/A/52 MI</b>
<b>C/1-10 AR</b>	<b>1/B/52 MI(-)</b>
<b>Tm B/1/B/52/MI</b>	<b>1/52 MP Co</b>
	<b>(OPCON: 012200Z Sep)</b>

## ***OPORD/OPLAN FORMAT--BODY***

- 1. Situation**
- 2. Mission**
- 3. Execution**
- 4. Service Support**
- 5. Command and Signal**

## ***FORMAT PARAGRAPH: 1. SITUATION***

### **1. SITUATION**

- a. Enemy forces. Annex B (intelligence)**
- b. Friendly forces.**
  - (1) Mission, commander's intent, and concept of operation for headquarters two levels up**
  - (2) [Same as (1) for headquarters one level up.]**
  - (3) Mission of unit on left flank**
  - (4) Mission of unit on right flank**
  - (5) Mission of unit to the front**
  - (6) Mission of unit to the rear**
  - (7) Mission of supporting elements**
  - (8) Mission of reinforcing elements**
- c. Attachments and detachments**
- d. Assumptions (OPLANS ONLY)**

## ***FORMAT PARAGRAPH: 2. MISSION***

### **2. Mission**

**The mission is a clear, concise statement of the task(s) the issuing unit must accomplish. The commander's restated mission becomes the mission statement. This statement addresses the WHO, WHAT, WHEN, WHERE, and WHY of the operation**

***EXAMPLE PARAGRAPH: 2.  
MISSION***

**2. MISSION**

**TF 2-77 conducts a passage of lines and attacks 130530Z Sep 1999 to seize OBJ BLUE vic HILL 295 (NB251369) and OBJ RED vic HILL 301 (NB296384), and prepares to continue the attack to the east on order.**

## ***FORMAT PARAGRAPH: 3. EXECUTION***

### **3. EXECUTION**

#### **Intent:**

**a. Concept of operations. Annex C (Operation Overlay).**

- (1) Maneuver.**
- (2) Fires. Annex D (Fire Support).**
- (3) Reconnaissance and Surveillance. Annex L (Reconnaissance and Surveillance).**
- (4) Intelligence. Annex B (Intelligence).**
- (5) Engineer. Annex F (Engineer).**
- (6) Air Defense. Annex G (Air Defense).**
- (7) Information Operations.**
- (8) Others as needed.**

***FORMAT PARAGRAPH: 3.  
EXECUTION (CONT)***

- b. Tasks to maneuver units.**
  - (1) 1ST Unit**
  - (2) 2d Unit**
- c. Tasks to combat support units**
  - (1) Intelligence**
  - (2) Engineer**
    - (a) Priorities of work**
    - (b) Environmental considerations**
  - (3) Fire Support**
    - (a) Air support**
    - (b) Field artillery support**
    - (c) Naval gunfire support**

***FORMAT PARAGRAPH: 3.  
EXECUTION (CONT)***

- (d) Fire support coordinating measures.
- (4) Air Defense.
  - (a) Organization or combat.
  - (b) Missions.
  - (c) Priorities for protection.
- (5) Signal.
- (6) NBC.
- (7) Provost Marshall.
- (8) Psychological Operations (PSYOP).
- (9) Civil-Military Operations

## ***COORDINATING INSTRUCTIONS***

### **d. Coordinating instructions**

**(1) Time or condition when a plan or an order becomes effective.**

**(2) CCIR.**

**(a) PIR**

**(b) EEFI**

**(c) FFIR**

**(3) Risk reduction controls measures.**

**(4) Rules of engagement (ROE).**

**(5) Environment considerations.**

**(6) Force Protection.**

**(7) Any additional coordination instructions.**

***PARAGRAPH: 4. SERVICE  
SUPPORT***

**4. SERVICE SUPPORT**

- a. Support concept (Annex I Service Support)**
- b. Materiel and services**
- c. Medical evacuation and hospitalization**
- d. Personnel**
- e. Civil military**
- f. As required**

## ***PARAGRAPH: 5. COMMAND AND SIGNAL***

### **5. COMMAND AND SIGNAL**

#### **a. Command**

**(1) Main CP at NB297053; displace to NB170025 on order**

**(2) TAC CP at NB398119; displace to NB296076 on order**

**(3) Rear CP at NB131027; displace to NB081033 on order**

**(4) Alt CP is 1-41 FA TOC (NB143098); displace to NB093077 on order**

#### **b. Signal. Annex H (Signal)**

**(1) SOI Index KTV 1600C in effect.**

**(2) Maintain radio listening silence until enemy contact**

## ***FORMAT FOR OPORD ENDING***

**ACKNOWLEDGE:**

**GARFIELD  
COL**

**OFFICIAL:**

***/S/HAYES***

**HAYES**

**S3**

**ANNEXES:**   **A Omitted**  
                  **B Intelligence**  
                  **C Operation Overlay (Issued separately)**  
                  **D Omitted**

**DISTRIBUTION: A**

W422/OCT 03/VGT-19

Advanced Noncommissioned Officer Course

***EXECUTION MATRIX***

	TM A	TM B	CO C	CO D	CO E	SCTS	MTR	ADA
MOVE FROM AA TO LD								
SEIZE OBJ CAT								

## ***SOURCES OF INFORMATION***

- **Higher headquarters' OPLAN/OPORD**
- **Staff estimates**
- **Restated mission**
- **Commander's intent**
- **Commander's guidance**
- **Commander's decision/Concept of operations**

## ***OPORD/OPLAN ADDITIONS***

### **A. Annexes (Lettered)**

#### **1. Appendixes (Numbered)**

##### **A. Tabs (Lettered)**

##### **1. Enclosures (Numbered)**

## ***FRAGMENTARY ORDERS***

**May contain changes to:**

- **Situation**
- **Mission**
- **Execution**
- **Service Support**
- **Command and Signal**

## ***FRAGO METHODS OF ISSUE***

- **Orally**
  - Face to face
  
  - Radio
  
  - Telephone
  
- **Written order**

**Appendix B Test(s) and Test Solution(s) (N/A)**

## Appendix C Practical Exercises and Solutions

### PRACTICAL EXERCISE SHEET PE-1

<b>Title</b>	PRACTICAL EXERCISE 1
<b>Lesson Number/Title</b>	W422 version 1 / PLANS, ORDERS, AND ANNEXES
<b>Introduction</b>	This practical exercise is going to give you an opportunity to exercise your understanding of Plans, Orders, and Annexes.
<b>Motivator</b>	None
<b>Learning Step/Activity</b>	None
<b>Safety Requirements</b>	None
<b>Risk Assessment Level</b>	Low
<b>Environmental Considerations</b>	None
<b>Evaluation</b>	The evaluation process for this practical exercise will be by group discussion when we go over the solution.
<b>Instructional Lead-In</b>	This practical exercise gives you some firsthand experience at writing/preparing a warning order.
<b>Resource Requirements</b>	<p><b>Instructor Materials:</b></p> <ul style="list-style-type: none"> <li>• Viewgraphs.</li> <li>• Maps required for the practical exercises.</li> <li>• Copies of all handouts and practical exercises.</li> </ul> <p><b>Student Materials:</b></p> <ul style="list-style-type: none"> <li>• FM 101-5.</li> </ul>
<b>Special Instructions</b>	You have 30 minutes to complete the warning order.

## Procedures

Situation. You are a staff member in TF 1-80 Mech, 3d Bde, 52d IN DIV (M) (B). The time is now 270845Z Jul 1999. TF 1-80 just received a warning order from 3d Bde (page C-3 and C-4). On the command net, you also hear the Task Force Commander transmitting instructions for you to send a warning order to all subordinates about the impending mission (page C-5).

Requirement. Prepare a warning order for issue to all subordinate elements (Distribution A). Furnish adjacent units, 1-81 Mech and 1-25 Armor, a copy of the warning order. Use the warning order format found in FM 101-5 on pages H-27 and H-28.

a. This will be TF 1-80 warning order number 180-10-99. Use the call sign "M9H" to make a net call.

b. The S3, MAJ Johnson will return from the brigade main CP at 270930Z Jul 1999 to authenticate and issue the order. The message reference number is XZ.

c. TF 1-80 TOC location is NB2810 vic LAUTERBACH.

d. References: Map, Series M745 (WESTERN EUROPE); Sheets L5324 (HUNFELD), L5322 (LAUTERBACH), L5524 (FULDA), L5522 (HERBSTIEN), L5520 (SCHOTTEN), L5320 (ALSFELD), L5124 (BAD HERSFELD); Edition AUSGABE 5-DMG, 1:50,000.

(Classification)

Copy \_\_\_\_ of \_\_\_\_ copies  
3d Bde, 52d IN DIV (M)(B)  
LAUTERBACH (NB297053), GE  
270830Z Jul 1999  
MK

WARNING ORDER 252-13-99

## 1. SITUATION

a. Enemy forces. Expect elements of the 39th GMRD to attack 3d Bde as part of the 8th Combined Arms Army first echelon. 3d Bde can expect increased enemy activity from organized terrorist groups attempting to delay and disrupt troop movements.

b. Friendly forces. The 52d IN DIV (M)(B) defends in sector 271900Z Jul 1999 from NB530477 to NB502038 to destroy lead elements of the 8th CAA in support of 2d Corps' plan.

c. Attachments and detachments.

C CO, TF 1-80 MECH  
D CO, TF 1-80 MECH  
D CO, TF 1-5 ARMOR  
MECH-HEAVY CO TM, TF 1-80

OPCON TO TF GARRY OWEN  
DETACH TO TF 1-5 ARMOR  
ATTACH TO TF 1-80 MECH  
DETACH AS BDE RESERVE

OPCON, attachments, and detachments are effective 271400Z Jul 1999, except the Bde Reserve. Bde Reserve detachment is effective 271700Z Jul 1999.

## 2. MISSION

The 3d Bde occupies BATTLE POSITION 01 (BP01) (NB2807) and defends in sector to destroy remaining elements of 39th GMRD.

## 3. EXECUTION

Intent: I intend to destroy first-echelon regiments at (BP01) and then destroy second-echelon regiments by stopping their westward penetration. The forward task forces must emphasize counter-reconnaissance prior to and during the battle.

a. Concept of operations. The 3d Bde will conduct defensive operations in BATTLE POSITION 01 and defend in sector to destroy remaining elements of the 39th GMRD.

b. Tasks to maneuver units. TF 1-80: Move to and occupy BATTLE POSITION 08 (NB2810). Defend 271900Z Jul 1999 to defeat remaining elements of the first-echelon regiments of the 39th GMRD. Detach one mechanized, heavy company team as Bde Reserve to AA GRANITE (NB360150).

c. Tasks to combat support units. None.

d. Coordinating instructions.

(Classification)

(Classification)

(1) Priority on MSR to 209th ACR until four hours after battle handover.

(2) Orders Group C: Issue OPORD 6-99, Bde Main CP vicinity LAUTERBACH (NB297053), 271200Z Jul 1999.

4. SERVICE SUPPORT

None.

5. COMMAND AND SIGNAL

a. Command. Bde Main CP vicinity LAUTERBACH (NB297053).

b. Signal. SOI Index KTV 1600C in effect.

ACKNOWLEDGE:

TYLER  
COL

OFFICIAL:  
/S/  
PIERCE  
S3

(Classification)

(Classification)

TASK FORCE COMMANDER'S GUIDANCE CONCERNING WARNING ORDER:

TF Commander LTC Cleveland      TF 1-80 NCS RTO

"H46, THIS IS M9H46, OVER."      "M9H64, THIS IS H46, OVER."

"THIS IS H46, I JUST RECEIVED A COPY OF THE BDE WARNING ORDER. YOU SHOULD ALSO HAVE A COPY BY NOW. I WANT YOU TO ISSUE A WARNING ORDER TO ALL OF OUR SUBORDINATE ELEMENTS. LET CHARLIE COMPANY KNOW THEY MUST BE READY TO MOVE NOT EARLIER THAN 1100 HRS. ATTACH FIRST PLATOON OF THE ARMOR COMPANY TO BRAVO COMPANY AND DETACH THAT TEAM (TEAM B) AS THE BRIGADE RESERVE. THEY MUST BE READY TO MOVE NOT EARLIER THAN 1400 HRS. ALL OTHER ELEMENTS MUST BE READY TO MOVE NOT EARLIER THAN 1600 HRS. I WANT GROUP DELTA TO ATTEND THE ORDERS BRIEF AT 1430 HRS. TODAY AT THE TAC CP. THE RELOCATION OF THE TAC CP WILL BE AT NOVEMBER BRAVO 281110, OVER."

THIS IS M9H64, ROGER, OVER."

"THIS IS H46, OUT,"

(Classification)

**Feedback  
Requirements**

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None

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**SOLUTION FOR  
PRACTICAL EXERCISE PE-1**

(Classification)

Copy \_\_\_ of \_\_\_ copies  
TF 1-80 Mech, 3d Bde  
LAUTERBACH (NB2810), GE  
270930Z Jul 1999  
XZ

WARNING ORDER 180-10-99

References: Map, Series M745 (WESTERN EUROPE); Sheets L5324 (HUNFELD), L5322 (LAUTERBACH), L5524 (FULDA), L5522 (HERBSTIEN), L5520 (SCHOTTEN), L5320 (ALSFELD), L5124 (BAD HERSFELD); Edition AUSGABE 5-DMG, 1:50,000.

**1. SITUATION**

a. Enemy forces. Expect elements of the 39th GMRD to attack 3d Bde as part of the 8th Combined Arms Army first echelon. 3d Bde can expect enemy activity from organized terrorist groups attempting to delay and disrupt troop movements.

b. Friendly forces. 3d Bde occupies BATTLE POSITION 01 (BP01)(NB2807) and defends in sector to destroy remaining elements of 39th GMRD in support of 52d IN DIV (M)(B) plan.

c. Attachments and detachments.

(1) Attachments.

(a) D Co (-), TF 1-5 Armor to TF 1-80 Mech effective 271400Z Jul 1999.

(b) 1/D/1-5 Armor to B/1-80 Mech effective 271200Z Jul 1999.

(2) Detachments.

(a) C Co, TF 1-80 Mech, OPCON to TF GARRY OWEN effective 271400Z Jul 1999.

(b) D Co, TF 1-80 Mech, to TF 1-5 Armor effective 271400Z Jul 1999.

(c) Team B, TF 1-80 as Bde reserve effective 271200Z Jul 1999.

**2. MISSION**

TF 1-80 will move to and occupy BATTLE POSITION 08 (BP08) (NB2810), defend 271900Z Jul 1999 to defeat remaining elements of the first-echelon brigades of the 39th GMRD.

**3. EXECUTION**

Intent: I intend to destroy the remaining elements of the first-echelon brigades of the 39th GMRD at BP08 and then destroy second-echelon brigades by stopping their westward penetration. The forward companies must emphasize counter-reconnaissance prior to and during the battle.

a. Concept of the operation. C Co. prepare to move not earlier than 271100Z Jul 1999; Team Bravo, prepare to move not earlier than 271400Z Jul 1999; all other elements prepare to move not earlier than 271600Z Jul 1999.

b. Tasks to maneuver units. Team B, detached as Bde Reserve, to AA GRANITE (NB360150) effective 271700Z Jul 1999.

c. Tasks to combat support units. None.

d. Coordinating instructions.

(1) Priority on MSR to 209th ACR until four hours after battle handover.

(2) Orders group D to be present for OPORD issue at the TAC CP at NB281110, 271430Z Jul 1999.

#### 4. SERVICE SUPPORT

None.

#### 5. COMMAND AND SIGNAL

a. Command.

(1) TOC at NB2810 vic LAUTERBACH.

(2) TAC CP at NB281110.

b. Signal. SOI Index KTV 1600C in effect.

ACKNOWLEDGE:

CLEVELAND  
LTC

OFFICIAL:  
/S/  
JOHNSON  
S3

(Classification)

## PRACTICAL EXERCISE SHEET PE-2

<b>Title</b>	PRACTICAL EXERCISE 2
<b>Lesson Number/Title</b>	W422 version 1 / PLANS, ORDERS, AND ANNEXES
<b>Introduction</b>	This practical exercise is going to give you an opportunity to exercise your understanding of Plans, Orders, and Annexes.
<b>Motivator</b>	None
<b>Learning Step/Activity</b>	None
<b>Safety Requirements</b>	None
<b>Risk Assessment Level</b>	Low
<b>Environmental Considerations</b>	None
<b>Evaluation</b>	This is not a graded PE. You will evaluate your solution by comparing it to the school's solution and discussing the differences in class.
<b>Instructional Lead-In</b>	This practical exercise will give you some good practice at reviewing orders for correctness and completeness.
<b>Resource Requirements</b>	<b>Instructor Materials:</b> None  <b>Student Materials:</b> FM 101-5
<b>Special Instructions</b>	You have 40 mins to complete this exercise.

---

## Procedures

You are a member of 2d Battalion, 66th Infantry, 3d Brigade, 21st Infantry Division. The time is 2200 hours, 9 Sep 99. SGT Lacey, who works for you, asked you to review the OPORD he just completed.

There are several mistakes in the OPORD that you must identify. Make your corrections directly on the OPORD, C-10 through C-14.

For example, you may find mistakes in any of the following areas:

- Difference between an OPORD and an OPLAN
- Clarity
- Brevity
- Simplicity
- Completeness
- Recognition of subordinate commander's prerogative
- Avoidance of unqualified directives
- Use of authoritative expression
- Timeliness
- Use of abbreviations
- Designation of Units
- Designation of places and features
- Use of date-time groups

1 (1)

(No change from oral orders.)

Copy \_\_\_\_\_ of \_\_\_\_\_ Copies  
Headquarters, 2-66 IN  
Molzbach, GE  
2300 hrs, 9 Sep 1999  
XZ

2 (2)

3 (1)

#### OPERATION ORDER 11-99

References: Map, Series M745 (Germany), Sheet L5324 (Hunfeld), Edition 5-DMG, 1:50,000.

Time Zone Used Throughout the Order: ZULU

#### Task Organization:

Co A

2 AT Sec

Bn Trp

AT Plt (-)

Scout Plt

Co B

1 AT Sec

Heavy Mortar Plt

1/B/21 EN (DS)

Stinger Sec

Co C

GSR

#### 1. SITUATION

##### a. Enemy forces. Annex B (Intelligence).

4 (2)

(1) Elements of the 38<sup>th</sup> Infantry Regiment occupy positions just forward of the LD/LC. In our zone of action, one enemy platoon is on hill 558 and two platoons occupy prepared positions on hill vicinity NB609135.

5 (1)

(2) It is unlikely the en in our zone of action will have substantial artillery support.

6 (2)

(3) The enemy will most likely delay initially to HILL 580 and continue to delay back if attacked

##### b. Friendly forces.

7 (1)

8 (3)

(1) 52d IN Div attacks with two brigades abreast to secure designated objectives just west of the old international border. The Division Commander's intent is to seize and control key terrain that might provide an advantage to enemy forces.

(2) 1st Bde attacks at 0430, 10 Sep 1999, in sector, with three battalions abreast to secure high ground to the right of Kirchhasel. On order, continue the attack to the east to secure key terrain just west of the old international border. While the Brigade Commander's intent is to destroy all enemy forces, the primary objective is to seize and control the terrain and prevent penetrations from enemy forces.

(Classification)

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(Classification)

OPORD 11-99-2-66 IN

- 9 (1) (3) 2-67 IN attacks at 0430, 10 Sep 1999 to secure  
10 (1) Haselstein (NB604149) and on order continues to attack northeast to secure  
11 (1) the HILL vicinity NB 623171.  
12 (1)
- (4) Second Bde attacks at 100430Z Sep 1999 to secure high ground  
east of NUSTTAL(NB601092).
- (5) 2-47 FA is DS to 1st Bde.
- 13 (1) (6) B/21 EN BN is DS to First Bde.
- 14 (1) (7) Fourth Tactical Air Force supports 1st Bde attack.
- c. Attachments and detachments. (See Task Organization)
- 15 (1) d. Assumptions.
- (1) Enemy forces will be at 80 percent strength.
- (2) U.S. Forces will have air superiority.
- (3) Early morning fog will limit visibility near objectives.
2. MISSION
- 16 (1) 2-66 Infantry attacks at D-Day, H-Hour to defeat enemy forces and to secure  
high ground vic NB609135 southeast of HASELSTEIN (NB604149) and, on  
order, attacks to secure HILL 580 (NB622135).
3. EXECUTION
- Intent: The Bn attacks in sector to secure the high ground at NB609135  
southeast of HASELSTEIN (NB604149) and, on order, continues to attack  
east to secure HILL 580 (NB622135). HILL 558 must be secured to provide  
overwatch for movement to hill 580. While my intent is to destroy enemy  
forces that oppose us, the seizure and control of the terrain is the primary  
objective.
- a. Concept of Operation.
- (1) Maneuver. Annex C (operation Overlay). The battalion attacks  
100430Z Sep 1999 initially with Co B along axis of advance RED to secure  
OBJ 1. Once objective 1 is secure, Co B will protect our right flank from  
counterattack and support the attack on OBJ 2 by fire. On order, the Task  
Force attacks as soon as possible along axis of advance Blue to secure OBJ  
2 with Co A and Co C in that order. Once the battalion secures OBJ 2, C Co  
moves to occupy AA Rose (NB615125, NB610124, NB609128, NB612131,  
NB614129, NB615125) east of the first objective.
- 17 (2)  
18 (1)  
19 (3)  
20 (3)  
21 (1)

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(Classification)

(Classification)

(2) Fires. Annex D (Fire Support). On order, the Heavy Mortar Plt will fire a 10-minute preparation on OBJ 2 when Co A begins deployment in the assault position. Priority of fire to Co B until OBJ 1 is secure, then priority of fire to Co A.

b. Tasks to maneuver units.

(1) Co A.

(a) Conduct main attack on OBJ 2.

(b) Support Co B's attack on OBJ 1 by fire from vicinity of the LD.

(2) Co B.

22 (1) (a) Secure OBJ 1. 1st and 2d platoons conduct the company main attack; 3d platoon conducts a supporting attack; and the AT section supports the attack by fire from the LD.

23 (1) (b) Support attack on OBJ 2 with all available firepower from the vicinity of OBJ 1.

(3) Co C.

(a) Support Co B's attack on OBJ 1 by fire from vicinity of the LD.

(b) Follow and support Co A's attack on OBJ 2.

24 (1) (c) On request, prepare to follow and support Co B's attack of OBJ 1.

(d) On order, occupy AA ROSE.

25 (1) (4) Scout Plt. Initially screen left flank from LD to PL Bob. Extend screen to encompass entire left flank as Co A moves forward to secure OBJ 2.

c. Tasks to combat support units.

(1) Fire support. Heavy Mortar Plt. On order, displace by echelon vicinity of NB604134.

(2) Combat engineer support. EN Plt. Follow Co A initially; prepare to assist in the destruction of obstacles and clearing of minefields.

(3) Air defense. Stinger Section. GS; priority of air defense to maneuver elements, CPs, and CSS elements in that order.

(Classification)

(Classification)

- (4) IEW. GSR team provides surveillance security of right flank between LD and PL DAVE. On order, displace vic OBJ 3 (NB629143) and search for and report targets in battalion sector between GEISMAR (NB657150) and SPAHL (NB645124).

d. Coordinating instructions.

- (1) OPORD 11-99 is effective 092300Z Sep 1999.

- (2) Commander's critical information requirements (CCIR).

- (a) Priority intelligence requirements (PIR).

- 1. Where is the enemy main effort?
- 2. Where will the enemy commit its second echelon MRB?

- (b) Essential elements of friendly information (EEFI).

- 1. Location of reserve forces.
- 2. Location of ADA assets.

- (c) Friendly force information requirements (FFIR).

- 1. Co A has 100 percent personnel and equipment.
- 2. Co B and Co C have 90 percent personnel and equipment.

- (3) Risk reduction control measures.

- (a) Initial MOPP level is MOPP 2.

- (b) Operational exposure guidance (OEG): moderate.

- (c) Maneuver east of PL DAVE only on order of the Battalion Commander.

- (4) Rules of engagement (ROE). Annex E (Rules of engagement).

- (5) Environmental considerations. None.

4. SERVICE SUPPORT

- a. Support Concept. Annex I (Service Support).

- b. Miscellaneous.

- (1) Field trains CP will remain in the BSA.

- (2) Combat trains CP (NB574121) will not displace with the battalion.

(Classification)

26 (1)

27 (1)

(Classification)

OPORD 11-99-2-66 IN

5. COMMAND AND SIGNAL

a. Command.

28 (1)

(1) TAC CP (NB585135), displace to NB598133 on order.

(2) Main CP will displace to NB579121 on order.

(3) Rear CP (NB548103); displace to NB566103 on order.

(4) Alt CP is Combat Trains CP (NB143098); displace to NB585121 on order.

b. Signal.

29 (1)

(1) Current SOI index is in effect.

(2) Co B monitor Co A command net once OBJ 1 is secure.

30 (1)

(3) As stated in the SOP, the emergency signal for shifting supporting fires is two green smoke streamers.

ACKNOWLEDGE:

BRECKINRIDGE  
LTC

OFFICIAL:

/s/**Walke**  
WALKE  
S3

ANNEXES: A Omitted.  
B Intelligence (Issued separately).  
C Operation Overlay (Issued separately).  
D Fire Support (Issued separately).  
E Rules of Engagement (Issued separately).  
F Omitted.  
G Omitted.  
H Omitted.  
I Service Support (Issued separately).  
J Omitted.  
K Omitted.  
L Omitted.  
M Omitted.  
N Omitted.  
O Omitted.  
P Omitted.  
Q Omitted.  
U Omitted.  
V Omitted.

DISTRIBUTION: A

(Classification)

**Feedback  
Requirements**

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None

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**SOLUTION FOR  
PRACTICAL EXERCISE PE-2**

1. The (Classification) is missing at the top of the page.  
(Ref: FM 101-5, App H, page H-6)

2. "Molzbach" should read: MOLZBACH.  
(Ref: FM 101-5, App H, page H-14)

The grid coordinate location, in parenthesis, should follow  
"MOLZBACH."  
(Ref: FM 101-5, App H, page H-14)

3. The date-time group should read: 092300Z September 1999.  
(Ref: FM 101-5, App H, page H-7)

4. The phrase "hill 558" should read: HILL 558.  
(Ref: FM 71-2, App B, page B-9; FM 101-5, App H, page H-5)

The grid coordinate location, in parenthesis, should follow HILL 558.  
(Ref: FM 101-5, App H, page H-5)

5. The abbreviation "en" should read: enemy. (to avoid confusion).  
(Ref: FM 101-5, App H, page H-5)

6. The grid coordinate location, in parenthesis, should follow HILL 580.  
(Ref: FM 101-5, App H, page H-5)

For clarity, the word "back" should indicate a cardinal direction. For example, the complete phase should read: continue to delay to the east if attacked.  
(Ref: FM 101-5, App H, pages H-4 and H-5)

7. The date-time group should read: 100430Z September 1999.  
(Ref: FM 101-5, App H, page H-7)

8. The word "right" should indicate a cardinal direction. For example, the phase could read: . . . to the east . . .  
(Ref: FM 101-5, App H, page H-5)

"Kirchhasel" should read: KIRCHHAASEL.  
(Ref: FM 101-5, App H, page H-5)

The grid coordinate location, in parenthesis, should follow  
KIRCHHAASEL (Ref: FM 101-5, App H, page H-5)

9. The date-time group should read: 100430Z September 1999.  
(Ref: FM 101-5, App H, page H-7)

10. "Haselstein" should read: HASELSTEIN.  
(Ref: FM 101-5, App H, page H-5)

11. The word "HILL" should read: hill.  
(Ref: FM 101-5, App H, page H-5)

12. The unit numerical designation “Second” should read: 2d.  
(Ref: FM 101-5, App F, page F-3)
13. The unit numerical designation “First” should read: 1st.  
(Ref: FM 101-5, App F, page F-3)
14. The unit numerical designation “Fourth” should read: 4th.  
(Ref: FM 101-5, App F, page F-3)
15. Delete this entire paragraph. OPORDs do not have an  
“Assumptions” subparagraph.  
(Ref: FM 101-5, App H, page H-15)
16. Since this is an OPORD, “D-Day, H-Hour” should specify the actual  
date-time group for the mission. “D-Day, H-Hour” should read:  
100430Z September 1999.  
(Ref: FM 101-5, App H, page H-6)
17. The grid coordinate location, in parenthesis, should follow OBJ 1.  
(Ref: FM 101-5, App H, page H-5)  
  
The named control measure “objective 1” should read: OBJ 1 or  
OBJECTIVE 1.  
(Ref: FM 71-2, App B, page B-47; FM 101-5, App H, page H-5)
18. The grid coordinate location, in parenthesis, should follow OBJ 2.  
(Ref: FM 101-5, App H, page H-5)
19. “Task Force” should read: 2-66 IN or Battalion  
for clarity  
(Ref: FM 71-2, App B, page B-4; FM 101-5, App  
H, page H-3)  
  
Delete the unqualified directive as soon as possible.  
(Ref: FM 101-5, App H, page H-3)  
  
The name control measure “Blue” should read: BLUE.  
(Ref: FM 71-2, App B, page B-47; FM 101-5, App H, page H-5)
20. To be consistent, change the abbreviation “C Co” to read:  
Co C.  
(Ref: FM 101-5, App H, page H-5)  
  
The named control measure “Rose” should read: ROSE.  
(Ref: FM 71-2, App B, page B-22; FM 101-5, App H, page H-5)  
  
Grid coordinate sequence should start with the northern most point  
first, i.e., NB612131 should be the first grid coordinate in the sequence.  
(Ref: FM 101-5, App H, page H-6)

21. For clarity, change “first objective” to read: OBJ 1.  
(Ref: FM 101-5, App H, page H-4)
22. This entire paragraph should simply read: Secure OBJ 1.  
(NOTE: As written, the paragraph doesn’t recognize the subordinate commander’s prerogative.)  
(Ref: FM 101-5, App H, page H-4)
23. Change the unqualified directive “with all available firepower” to read: by fire.  
(Ref: FM 101-5, App H, page H-3)
24. Change “on Request” to the more authoritative expression: On order.  
(Ref: FM 101-5, App H, page H-3)
25. Change the named control measure “Bob” to read: BOB.  
(Ref: FM 71-2, App B, page B-47; FM 101-5, App H, page H-5)
26. The grid coordinate location, in parenthesis, should follow Field trains CP.  
(Ref: FM 101-5, App H, page H-5)
27. Change the phrase “will not displace with the battalion” to a positive form of expression such as: will displace following Co A.  
(Ref: FM 101-5, App H, page H-3)
28. The map (grid) coordinate location, in parenthesis, should follow Main CP.  
(Ref: FM 101-5, App H, page H-19)
29. For clarity, change the term “ Current SOI” to a specific number such as: SOI 2-99.  
(Ref: FM 101-5, App H, page H-4 and H-19)
30. Delete this paragraph since it does nothing more than restate a procedure already in the SOP.  
(Ref: FM 101-5, App H, page H-4)

### PRACTICAL EXERCISE SHEET PE-3

<b>Title</b>	PRACTICAL EXERCISE 3
<b>Lesson Number/Title</b>	W422 version 1 / PLANS, ORDERS, AND ANNEXES
<b>Introduction</b>	This practical exercise is going to give you an opportunity to exercise your understanding of Plans, Orders, and Annexes.
<b>Motivator</b>	None
<b>Learning Step/Activity</b>	None
<b>Safety Requirements</b>	None
<b>Risk Assessment Level</b>	Low
<b>Environmental Considerations</b>	None
<b>Evaluation</b>	Evaluation of this PE consists of a discussion of the SPE and answering any questions.
<b>Instructional Lead-In</b>	This practical exercise will give you some good experience in ensuring OPORDs are in the correct format.
<b>Resource Requirements</b>	<b>Instructor Materials:</b> None  <b>Student Materials:</b> FM 101-5.
<b>Special Instructions</b>	You will have 30 minutes to fill in the OPORD format before we go over the solution.

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## Procedures

Situation. You are a member of the 1st Bde, 52d IN DIV (M) (B). The time is 231200 Jul 1999. SGT Lacey just finished printing the Bde OPORD 4-99, but the computer failed to print some of the OPORD information and format headings. The brigade S2 transmitted a FRAGO at 1000 hours to the battalion/task forces to begin reconnaissance of the axis of advance. There are no changes from the oral orders.

Requirement. Correct OPORD 4-99 (PE-2-3 thru PE-2-12) within 30 minutes by filling in the blanks next to the bracketed numbers. The commander will return in one hour to sign the order.

Hint. Use the following reference to help you complete this PE: FM 101-5, App H.

NOTE: For this PE we have listed annexes in the appropriate places in the OPORD; however, we did not provide the annexes as part of the PE. You do not need them to complete this PE.

[1]\_\_\_\_\_

[2]\_\_\_\_\_

Copy \_\_\_\_\_ of \_\_\_\_\_ copies  
[3]\_\_\_\_\_, 52d IN Div (M) (B)  
EICHENAU (NB372072), GE  
[4]\_\_\_\_\_  
XT

[5]\_\_\_\_\_

[6]\_\_\_\_\_ Map, Series M745 (WESTERN EUROPE), Sheets L5324 (HUNFELD), L5322 (LAUTERBACH), L5524 (FULDA), L5522 (HERBSTSTEIN), Edition AUSGABE 5-DMG, 1:50,000.

Time Zone Used Throughout the Order: ZULU

[7]\_\_\_\_\_

[8]\_\_\_\_\_ A/1-52 Atk Hel  
1-2 Armor (-)  
D/1-77 Mech  
2/A/1-441 ADA BN Arty  
2/A/521 EN BN 1-40 FA (155 SP)

TF 1-77 [10]\_\_\_\_\_  
1-77 Mech (-) 1-441 ADA (GS) (-)  
C/1-2 Armor A/521 EN BN (-)  
1/A/1-441 ADA TM A (Co)/52 MI BN  
1/A/521 EN BN 2/52 Chem Co (DECON)

[9]\_\_\_\_\_  
3/A/1-441 ADA  
3/A/521 EN BN

[11]\_\_\_\_\_  
521st FSB

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

## 1. SITUATION

a. Enemy forces. **[12]**\_\_\_\_\_. The enemy forces opposing our brigade are part of the 695th Mechanized Infantry Brigade (MIB). This regiment is subordinate to the 31st Mechanized Infantry Division (MID). The 312th Tank Regiment (TR) appears to be the reserve for the 31st MRD. Companies of the 695th MIB are currently positioned along the east side of Highway B27 from NB533152 to NB509056. (Appendix 1 [Initial Intelligence Preparation of the Battlefield] to Annex B [Intelligence].) If pressed, the enemy could withdraw to defensive positions along PL GOLD and reinforce with units of the 9th Tank Division (TD) (Tab B [Enemy Situation Template] to Appendix 1). The enemy will likely defend along our front to maintain control of key terrain. Early morning fog will assist our attack. Terrorists may attempt to kidnap or assassinate key leaders within the brigade.

b. Friendly forces.

(1) 10th (US) Corps is conducting offensive operations at 240240Z Jul 1999 to reestablish the FEBA along PL GOLD from NB555289 to NA565872. It is the Corps Commander's intent to attack with two divisions abreast to gain control of key terrain and destroy all enemy elements between our current positions and PL GOLD. On order, we will continue the attack east and establish defensive positions along PL BRASS from NB639289 to NA636876. The success of this operation relies heavily on a synchronized attack of the two divisions.

(2) **[13]**\_\_\_\_\_ attacks 240240Z Jul 1999 to secure PL GOLD from NB555289 to NB544059 with three brigades abreast (1st Bde in the south, 2d Bde in the center, and 3d Bde in the north). The Division Commander's intent is to conduct a synchronized attack and to destroy all enemy elements between our current positions and PL GOLD. On order, the division continues to attack east to PL BRASS and establish defensive positions.

(3) 2d Bde, on our left, attacks 240240Z Jul 1999 to secure PL GOLD from NB563218 to NB562150.

(4) 25th Armored Division, on our right, attacks 240240Z Jul 1999 to secure PL GOLD from NB544059 to NA565872.

(5) 3/209 ACR is the division reserve.

c. **[14]**\_\_\_\_\_. (See Task Organization.)

## 2. **[15]**\_\_\_\_\_

1st Brigade attacks 240240Z Jul 1999 in sector to secure PL GOLD (NB562150 to NB544059). On order, continue the attack east to secure PL BRASS (NB639146 to NB636054) and establish defensive positions along PL BRASS.

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

3. **[16]**\_\_\_\_\_

Intent: 1st Bde attacks, in sector, with two Task Forces and one Battalion abreast to secure PL GOLD. A/1-52 Atk Hel will serve as the Bde reserve. My intent is to destroy all enemy elements between our current positions and PL GOLD. Seizing and controlling key terrain is my primary objective, while denying the enemy information on our true size and objectives. On order, we will continue to attack east to PL BRASS. After securing PL BRASS we will set up in defensive positions that allow no penetration of second echelon enemy forces beyond PL BRASS.

a. **[17]**\_\_\_\_\_. Annex C (Operation Overlay).

(1) **[18]**\_\_\_\_\_. 1st Brigade attacks in sector to secure PL GOLD with TF 1-2 in the north, TF 1-77 in the center, and 1-3 Armor in the south. A/1-52(AHB) is the brigade reserve. TF 1-77 will conduct the main attack on OBJ SIOUX (NB5410) while TF 1-2 and 1-3 Armor conduct supporting attacks on OBJs NAVAHO (NB5513) and APACHE (NB5407) respectively. On order, the brigade continues the attack to the east to secure PL BRASS. TF 1-77 will conduct the main attack on OBJ IROQUOIS (NB6210) while TF 1-2 and 1-3 Armor conduct supporting attacks on OBJs KIOWA (NB6313) and ARAPAHO (NB6207) respectively.

Once PL BRASS has been secured, the brigade will establish defensive positions to prevent penetration of second echelon enemy forces beyond PL BRASS. Security forces will be used to defeat hostile forces and deceive, delay, and disorganize enemy forces until main forces arrive. Focus of deep operations is to identify and locate first-echelon regiments of the lead Tank Division. Elements of the Bde reserve and the 521st FSB are responsible for combat Level III threats in the rear.

(2) Fires. Priority of FA and CAS initially to TF 1-77, then to 1-3 Armor and TF 1-2, on order. Task forces will plan a 10-minute conventional preparation. Brigade Commander is final approval authority for all FASCAM missions.

b. Tasks to maneuver units.

(1) **[19]**\_\_\_\_\_.

(a) Attack in sector 240240Z Jul 1999 to secure PL GOLD (NB562150 to NB558129) and seize OBJ NAVAHO (NB5513).

(b) On order, continue the attack to secure PL BRASS (NB639146 to NB638117) and seize OBJ KIOWA (NB6313).

(c) On order, establish defensive position along PL BRASS vic NB6313.

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

(2) **[20]**\_\_\_\_\_.

(a) Attack in sector 240240Z Jul 1999 to secure PL GOLD (NB558129 to NB550090) and seize OBJ SIOUX (NB5410).

(b) On order, continue the attack to secure PL BRASS (NB638117 to NB640083) and seize OBJ IROQUOIS (NB6210).

(c) On order, establish defensive position along PL BRASS vic NB6210.

(3) **[21]**\_\_\_\_\_.

(a) Attack in sector 240240Z Jul 1999 to secure PL GOLD (NB550090 to NB544059) and seize OBJ APACHE (NB5407).

(b) On order, continue the attack to secure PL BRASS (NB640083 to NB636054) and seize OBJ ARAPAHO (NB6207).

(c) On order, establish defensive position along PL BRASS vic NB6207.

(4) **[22]**\_\_\_\_\_ is the Bde reserve. On order, conduct a supporting attack on OBJ SIOUX.

c. Tasks to combat support units.

(1) **[23]**\_\_\_\_\_. Annex D (Fire Support).

(a) **[24]**\_\_\_\_\_. 1st Bde sortie allocation (for planning) is 30 sorties daily, 23-28 Jul 1999. Daily allocation of sorties for planning:

1 TF 1-2: 8 sorties daily.

2 TF 1-77: 12 sorties daily.

3 1-3 Armor: 10 sorties daily.

(b) **[25]**\_\_\_\_\_. Priority of fires initially to TF 1-77, then to 1-3 Armor, on order. Counterfire priorities, in order: enemy mortars and FA affecting attack, defensive positions, and command and control facilities.

(c) Naval gunfire support. None.

(d) **[26]**\_\_\_\_\_.

1 2d Corps FSCL is PL BRASS, effective 232200Z Jul 1999.

2 52d IN DIV (M)(B) CFL is PL GOLD, effective 240001Z Jul 1999.

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

(2) Air Defense. Protect, in priority order: maneuver forces, artillery, command posts, and combat service support elements.

(3) Engineer. Priority of mobility missions initially to TF 1-77, then to 1-3 Armor, on order. Engineers have mission to prepare countermobility minefields upon securing PL BRASS.

d. **[27]**\_\_\_\_\_.

(1) OPORD 4-99 is effective 231300Z Jul 1999.

(2) Commander's critical information requirements (CCIR).

(a) Priority intelligence requirements (PIR).

1 If attacked, will the enemy withdraw to defensive positions along PL GOLD?

2 Where is the enemy main effort?

3 Where is the location of the 312th Tank Regiment?

(b) Essential elements of friendly information (EEFI).

1 Location of reserve forces.

2 Location of Bde TAC and TOC CPs.

3 Location of FA BN CP.

(c) Friendly force information requirements (FFIR).

1 TF 1-2 has 90 percent personnel and equipment.

2 TF 1-77 has 97 percent personnel and equipment.

3 1-3 AR has 92 percent personnel and equipment.

(3) Risk reduction control measures.

(a) PL COPPER (NB510148 TO NB501056) is the LD/LC.

(b) Mission-oriented protective posture is MOPP 2.

(c) Operational exposure guidance (OEG): moderate.

(4) Rules of engagement (ROE). Annex E (Rules of Engagement).

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

(5) Environmental considerations. None

4. [28]\_\_\_\_\_

a. Support Concept. Annex I (Service Support). Support as far forward as possible. Priority of maintenance to TF 1-77, then to 1-3 Armor, on order.

b. [29]\_\_\_\_\_.

(1) Class I. Supply point distribution for all units supported from BSA (NB3510) on 24 Jul 1999 only. All units maintain two rations per soldier during period 23-29 Jul 1999.

(2) Class II. Priority of class II to TF 1-77 for period 23-24 Jul 1999.

(3) [30]\_\_\_\_\_. Bde fuel distribution point (NB420092).

(4) Class V. ASP (NB359110) and SASP (NB409087). Controlled supply rate for period 23-28 Jul 1999:

81MM mortar WP . . . . .	5
4.2 in mortar HE . . . . .	60
155MM How FASCAM . . . . .	30
Guided Missile, SA, TOW . . . . .	25

c. Medical evacuation and hospitalization. 817th CSH (NB271091); 85th MASH (NB362072). Units must complete current cholera and typhus inoculations prior to 232200Z Jul 1999.

d. [31]\_\_\_\_\_.

(1) During period 23-28 Jul 1999, submit personnel daily summary (PDS) to Bde S1 NLT 1800 hours. Use as of time of 1500 hours for reporting.

(2) Brigade PW collection point is NB425104.

e. [32]\_\_\_\_\_. All restaurants and food-catering establishments are OFF LIMITS. Civilian curfew is 1800 to 0800 hours.

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

5. COMMAND AND SIGNAL

a. Command.

- (1) Division CP located at NB301178; displace to NB460171 on order.
- (2) Bde Main CP vic EICHENAU (NB372072); displace to NB505099 on order.
- (3) Bde TAC CP at NB448090; displace to NB539081 on order.
- (4) Bde Rear CP at NB302086; displace to NB431082.

(5) TF 1-2 Armor Main CP (NB471122) is alternate Bde Main CP. TF 1-77 Main CP (NB480099) is alternate Bde TAC CP.

b. Signal.

- (1) SOI index 7-99 in effect.
- (2) Red smoke for marking of MEDEVAC helicopters only.

**[33]**\_\_\_\_\_

STEVENSON  
COL

**[34]**\_\_\_\_\_

MARSHALL  
S3

(Classification)

(Classification)

OPORD 4-99-1<sup>st</sup> Bde

Annexes: A Omitted.  
B Intelligence (Issued separately).  
C Operation Overlay (Issued separately).  
D Fire Support (Issued separately).  
E Rules of Engagement (Issued separately).  
F Omitted.  
G Omitted.  
H Omitted.  
I Service Support (Issued separately).  
J Omitted.  
K Omitted.  
L Omitted.  
M Omitted.  
N Omitted.  
O Omitted.  
P Omitted.  
Q Omitted.  
R Omitted.  
S Omitted.  
T Omitted.  
U Omitted.  
V Omitted.

[35] \_\_\_\_\_ : A

(Classification)

**Feedback  
Requirements**

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None

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**SOLUTION FOR  
PRACTICAL EXERCISE PE-3**

- [1]** (Classification)
- [2]** No change from oral orders
- [3]** 1st Bde
- [4]** 231300Z July 1999
- [5]** OPERATION ORDER 4-99-1<sup>st</sup> BDE
- [6]** References:
- [7]** Task Organization:
- [8]** TF 1-2
- [9]** 1-3 Armor
- [10]** Bde Troops
- [11]** Support Battalion
- [12]** Annex B (Intelligence)
- [13]** 52d IN DIV (M)(B)
- [14]** Attachments and detachments
- [15]** MISSION.
- [16]** EXECUTION.
- [17]** Concept of operations
- [18]** Maneuver
- [19]** TF 1-2
- [20]** TF 1-77
- [21]** 1-3 AR
- [22]** A/1-52 Atk Hel
- [23]** Fire Support
- [24]** Air support
- [25]** Field artillery support
- [26]** Fire support coordinating measures
- [27]** Coordinating instructions
- [28]** SERVICE SUPPORT.
- [29]** Materiel and services
- [30]** Class III
- [31]** Personnel support
- [32]** Miscellaneous
- [33]** ACKNOWLEDGE:
- [34]** OFFICIAL:
- [35]** DISTRIBUTION

## PRACTICAL EXERCISE SHEET PE-4

<b>Title</b>	PRACTICAL EXERCISE 4
<b>Lesson Number/Title</b>	W422 version 1 / PLANS, ORDERS, AND ANNEXES
<b>Introduction</b>	This practical exercise is going to give you an opportunity to exercise your understanding of Plans, Orders, and Annexes.
<b>Motivator</b>	None
<b>Learning Step/Activity</b>	None
<b>Safety Requirements</b>	None
<b>Risk Assessment Level</b>	Low
<b>Environmental Considerations</b>	None
<b>Evaluation</b>	The evaluation process for this practical exercise will be by group discussion when we go over the solution
<b>Instructional Lead-In</b>	This practical exercise gives you some firsthand experience at writing/preparing annexes for OPORDS/OPLANS.
<b>Resource Requirements</b>	<b>Instructor Materials:</b> None  <b>Student Materials:</b> FM 101-5.
<b>Special Instructions</b>	You have one hour to complete the annex.

## Procedures

Situation. You are a member of the 3d Bde, 52d IN DIV (M)(B). The time is now 270930 Jul 1999. The staff is preparing OPORD 6-99. The 3d Brigade's fire support coordinator (FSCOORD) and fire support element (FSE) are attending a DIVARTY staff planning meeting. Prior to their departure, they studied the Division OPORD, the commander's planning guidance, and prepared detailed fire support annex notes (pages C-30 through C-32).

LTC Polk (3d Brigade XO) just gave you the FSCOORD's notes and asked you to use the notes to draft Annex D (Fire Support) to OPORD 6-99. You must complete the annex within one hour before the staff members begins their OPORD back-brief meeting at 1100 hours. (Note: The brigade will distribute this annex only with the basic OPORD.)

Requirement. Use the items listed below and prepare the fire support annex. Write your draft annex on plain or lined paper.

- a. FSE's fire support annex notes (pages C-30 thru C-32).
- b. Fire Support Annex Format, FM 101-5, App H, pages H-35 thru H-37, and pages H-42 thru H-44.
- c. OPORD 6-99, 3d Bde, 52d IN DIV (M)(B) (See SPE-3 (C-28), this lesson).

The following is the FSCOORD's notes for ANNEX D (FIRE SUPPORT) to OPORD 6-99, 3d Bde, 52d IN DIV (M)(B):

Communications information: SOI Index KTV 1600C in effect. Radio listening silence until enemy contact.

### DS Arty:

- 1-41 FA (DS: 3d Bde)
- 1-40 FA (R: 1-41 FA); (DS: 1st Brigade on order)
- 1-42 FA (DS: 313th Bde)
- 2-50 FA (DS: 1/25th Armored Div)

### GS/GSR Arty:

- 52d DIVARTY (-)
- B/1-20 (Tgt Acq) FA (GS)
- 2-611 (155, SP) FA (GS)
- 2-613 (155, SP) FA (GS)
- 25th Armored DIVARTY (-) (R: 52d DIVARTY)
- 63 FA (-) Brigade (GS) (Counterfire HQ)
- 2-643 (MLRS) FA

### Additional FS resources:

Elements of the 4th Allied Tactical Air Force (ATAF) provide air support to 52d Mech Div. Priority of CAS initially to 3d Bde.

25th DIVARTY and 63d FA Brigade (3 MLRS battalions); R: 52d IN DIV (M)(B).

Attachments and Detachments: None.

FS Mission: 1-41st FA provides conventional and nuclear fire in support of the 3d Brigade defense. FSEs plan 10-minute conventional counterpreparation to support MBA defensive operations.

FS concept: On order, 1-41st FA reinforced by 1-40th FA will fire a 10-minute conventional counterpreparation. Upon completion of counterpreparation, 1-41 FA priority of fires initially to TF 1-80.

Air support execution:

Priority of employment to TF 1-80, TF 1-5 and TF 1-25, in order.

2d (US) Corps controls AI missions.

2d (US) Corps controls CAS missions. Division allocation is 68 CAS sorties daily. For planning purposes, 3d Brigade allocation is 12 sorties daily. Priority initially to TF 1-80.

Submit all requests for CAS and AI to 3d Brigade ALO to forward through the division ALO.

SEAD has priority during friendly air operations in sector.

CP locations: 3d Brigade FSE: NB297053; 3d Brigade TAC FSE: NB398119; DIVARTY TOC: NB095105.

Enemy capabilities:

Enemy will have air superiority during the first two to three days of the operation.

Enemy air has the initial capability of 100 sorties daily in 2d (US) Corps area.

Enemy artillery tubes superiority ratio is approximately 3.5 to 1.

Expect the enemy to employ chemical artillery rounds should a breakthrough be successful in the MBA.

Field artillery execution:

Priority of fires to TF 1-80.

Counterfire priorities: Nuclear delivery units, DAGs/RAGs, jammers, artillery CP/OPs, artillery HQ, in order.

Interdiction priorities: Regiment and higher CPs, maneuver forces in assembly areas, ADA systems, in order.

Higher HQ FS concept of fires: On order, DIVARTY, reinforced by GS Corps FA units will fire a 20-minute conventional counterpreparation. Upon completion of the counter-preparation, DIVARTY GS priority of fires initially to 3d Bde.

Adjacent unit's concept of fires:

On order, 1-42 FA (155, SP), DS to 313th Bde, will fire a 10-minute conventional counter-preparation. Upon completion of counter-preparation, 1-42 FA priority of fires initially to main effort. On order, 2-50 FA (155, SP), DS to 1st Bde, 25th AR

Div, will fire a 10-minute conventional counter-preparation. Upon completion of counter-preparation, 2-50 FA priority of fires initially to main effort.

Class V locations:

ASP 1: NB431239.  
ASP 2: NB452262.  
SASP Location: NB387212.

Intelligence Annex: Annex B (Intelligence) to OPORD 6-99.

Service Spt Annex: Annex I (Service Support) to OPORD 6-99.

References: Map series M745, (WESTERN EUROPE), Sheets L5324 (HUNFELD), L5322 (LAUTERBACH), L5524 (FULDA), L5522 (HERBSTIEN), L5520 (SCHOTTEN), L5320 (ALSFELD); Edition AUSGABE 5-DMG, 1:50,000.

Time Zone: ZULU

Coordinating instructions:

PL JACK is 2d (US) Corps FSCL; PL RICK becomes Corps FSCL on order.

On order, PL RICK is the 52d IN DIV (M)(B) CFL.

No-fire area: NB5030, NB5130, NB5129, NB5029, to NB5030 effective upon receipt until rescinded by 52 IN DIV (M)(B).

Free-fire area: NB5032, NB5332, NB5331, NB5031 to NB5032.

25th Armored DIVARTY (-) fires no more than 30 percent of CSR while reinforcing 52d DIVARTY.

Controlled Supply Rate:

<u>Type</u>	<u>1st Day</u>	<u>Remaining Days</u>
HOW, 155 RAAMS	5	4
HOW, 155 DPICM	85	75
MLRS DPICM	80	60

**Feedback  
Requirements**

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None

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## **SOLUTION FOR PRACTICAL EXERCISE PE-4**

(Classification)

ANNEX D (FIRE SUPPORT) TO OPERATION ORDER 6-99, 3d BDE, 52d IN DIV (M)(B)

References: Map series M745, (WESTERN EUROPE), Sheets L5324 (HUNFELD), L5322 (LAUTERBACH), L5524 (FULDA), L5522 (HERBSTIEN), L5520 (SCHOTTEN), L5320 (ALSFELD); Edition AUSGABE 5-DMG, 1:50,000.

Time Zone Used Throughout the Order: ZULU.

### **1. SITUATION**

a. Enemy forces. See Annex B (Intelligence).

(1) Enemy will have air superiority during the first two to three days of the operation.

(2) Enemy air has the initial capability of 100 sorties daily in 2d (US) Corps area.

(3) Enemy superiority in artillery tubes is approximately 3.5 to 1.

(4) Expect the enemy to employ chemical artillery rounds should a breakthrough be successful in the MBA.

b. Friendly forces.

(1) On order, DIVARTY, reinforced by GS Corps FA units, will fire a 20-minute conventional counterpreparation. Upon completion of the counterpreparation, DIVARTY GS priority of fires initially to 3d Bde.

(2) On order, 1-42 FA (155, SP), DS to 313th Bde, will fire a 10-minute conventional counterpreparation. Upon completion of counterpreparation, 1-42 FA priority of fires initially to main effort.

(3) On order, 2-50 FA (155, SP), DS to 1st Bde, 25th AR Div, will fire a 10-minute conventional counterpreparation. Upon completion of counterpreparation, 2-50 FA priority of fires initially to main effort.

(4) Elements of the 4th Allied Tactical Air Force (ATAF) provide air support to 52d IN DIV (M)(B). Priority of CAS initially to 3d Bde.

(5) 25th DIVARTY and 63rd FA Bde (3 MLRS battalions), R: 52d Mech Div.

c. Attachments and detachments. None.

### **2. MISSION**

1-41st FA provides conventional and nuclear fire in support of the 3d Bde defense. FSEs plan 10-minute conventional counterpreparation to support MBA defensive operations.

### **3. EXECUTION**

a. Concept of fires. On order, 1-41st FA reinforced by 1-40th FA will fire a 10-minute conventional counterpreparation. Upon completion of counterpreparation, 1-41 FA priority of fires initially to TF 1-80.

b. Air support.

(1) General. Priority of employment to TF 1-80, TF 1-5 and TF 1-25, in order.

(2) Air Interdiction (AI). 2d (US) Corps controls AI missions.

(3) Close Air Support (CAS). 2d (US) Corps controls CAS missions.

Division allocation is 68 CAS sorties daily. For planning purposes, 3d Brigade allocation is 12 sorties daily. Priority initially to TF 1-80.

(4) Miscellaneous.

(a) Submit all requests for CAS and AI to 3d Brigade ALO to forward through the division ALO.

(b) SEAD has priority during friendly air operations in sector.

c. Field artillery support.

(1) General.

(a) Priority of fires to TF 1-80.

(b) Counterfire priorities: nuclear delivery units, DAGs/RAGs, jammers, arty CP/OPs, arty HQ, in order.

(c) Interdiction priorities: regiment and higher CPs, maneuver forces in assembly areas, ADA systems, in order.

(2) Artillery organization for combat.

(a) DS Arty.

1-41 FA (DS: 3d Bde)

1-40 FA (R: 1-41 FA); DS: 1st Bde o/o

1-42 FA (DS: 313th Bde)

2-50 FA (DS: 1/25th Armored Div)

(b) GS/GSR Arty.

52d DIVARTY (-)

B/1-20 (Tgt Acq) FA (GS)

2-611 (155, SP) FA (GS)

2-616 (155, SP) FA (GS)

25th Armored DIVARTY (-) (R: 52d DIVARTY)

63 FA Bde (-) (GS) (Counterfire HQ)

2-643 (MLRS) FA

d. Coordinating instructions.

(1) PL JACK is 2d (US) Corps FSCL; PL RICK becomes Corps FSCL on order.

(2) On order, PL RICK is the 52d IN DIV (M)(B) CFL.

(3) No-fire area: NB5030, NB5130, NB5129, NB5029, to NB5030 effective upon receipt until rescinded by 52 IN DIV (M)(B).

(4) Free-fire area: NB5032, NB5332, NB5331, NB5031, to NB5032.

(5) 25th Armored DIVARTY (-) fires no more than 30 percent of CSR while reinforcing 52d DIVARTY.

#### 4. SERVICE SUPPORT

a. General concept of support. See Annex I (Service Support) to OPORD 6-99.

b. Ammunition supply point locations.

(1) ASP Locations:

(a) ASP 1: NB431239.

(b) ASP 2: NB452262.

(2) SASP Location: NB387212.

c. Controlled Supply Rate:

<u>Type</u>	<u>1st Day</u>	<u>Next 5 Days</u>
HOW, 155 RAAMS	5	4
HOW, 155 DPICM	85	75
MLRS DPICM	80	60

#### 5. COMMAND AND SIGNAL

a. Command.

(1) 3d Bde FSE: NB297053.

(2) 3d Bde TAC FSE: NB398119.

(3) DIVARTY TOC: NB095105.

b. Signal.

(1) SOI Index KTV 1600C in effect.

(2) Radio listening silence until enemy contact.

## PRACTICAL EXERCISE SHEET PE-5

<b>Title</b>	PRACTICAL EXERCISE 5
<b>Lesson Number/Title</b>	W422 version 1 / PLANS, ORDERS, AND ANNEXES
<b>Introduction</b>	This practical exercise is going to give you an opportunity to exercise your understanding of Plans, Orders, and Annexes.
<b>Motivator</b>	None
<b>Learning Step/Activity</b>	None
<b>Safety Requirements</b>	None
<b>Risk Assessment Level</b>	Low
<b>Environmental Considerations</b>	None
<b>Evaluation</b>	The evaluation process for this practical exercise will be by group discussion when we go over the solution.
<b>Instructional Lead-In</b>	This PE will give you practical hands-on application of writing/preparing FRAGOs.
<b>Resource Requirements</b>	<b>Instructor Materials:</b> None  <b>Student Materials:</b> FM 101-5.
<b>Special Instructions</b>	You have 35 minutes to complete the FRAGO order.

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## Procedures

Situation. You are a member of the 3d Bde, 52d IN DIV (M)(B). The time is now 280430Z Jul 1999. You just received the following SPOT report from TF 1-5:

TF 1-5:

"H64, this is S64, BLUE ONE, over."

3d Bde NCS:

"S64, this H64, send it, over."

"This is S64,

LINE BRAVO: Enemy mechanized  
infantry company attacking  
southwest from vicinity of  
BREITENBACH (NB365253)  
now. Observed nine BMPs.

LINE CHARLIE: If their enemy  
attack succeeds, it will disrupt our  
movement from BP 02 to BP 03, over."

"This is H64, roger, over."

"This is S64, out."

The Brigade Commander (COL Tyler) monitored the spot report and gave you the following instructions:

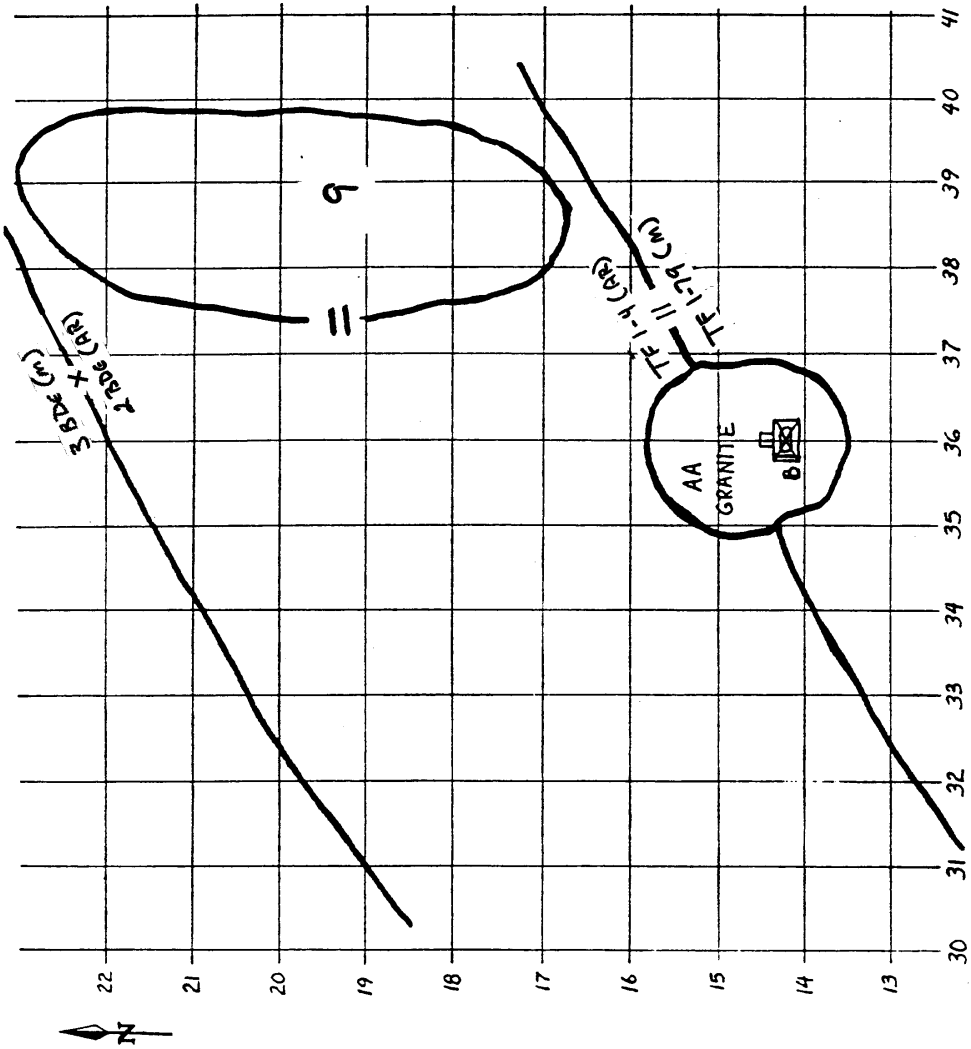
"I want you to issue a FRAGO to Team Bravo. Have them counterattack 280530Z July 1999 to secure an objective to the rear of TF 1-5. Call it OBJECTIVE DOG. Locate OBJ DOG vicinity NB357213, NB372210, NB354197, NB338201, NB357213. Team Bravo must defeat the motorized rifle company along our northern boundary. Give Team Bravo priority of fires from 280530Z until they secure OBJ DOG."

---

Requirement. Prepare a FRAGO giving Team Bravo their mission. Use the extract located on page C-38 to create Change 1 to Annex C, (OPERATION OVERLAY) to issue with the FRAGO. You have 35 minutes to complete this exercise. The S3 (MAJ Pierce) will return in 30 minutes to authenticate the FRAGO. Refer to FM 101-5, page H-29 for an example of a FRAGO. Include the following information on the FRAGO:

- a. Map, Series M745, Sheet L5322, Edition 5-DMG, 1:50,000.
  - b. Message reference number: CM.
  - c. DISTRIBUTION: A.
-

Extract from Annex C (Operation Overlay) to OPORD 6-99, 3d Bde, 52 IN DIV (M)(B).



Feedback  
Requirements

None

(Classification)

**SOLUTION FOR  
PRACTICAL EXERCISE PE-5**

(Classification)

Copy \_\_\_ of \_\_\_ Copies  
3d Bde, 52d IN DIV (M)(B)  
LAUTERBACH (NB2810), GE  
280515Z Jul 99  
CM

FRAGMENTARY ORDER 1 to OPORD 6-99

References: OPORD 6-99 and Map, Series M745, Sheet L5322, Edition 5-DMG, 1:50,000.

Time Zone Used Throughout the Order: ZULU

Task Organization: No Change

1. SITUATION

- a. Enemy forces. One MIC attacking SW from vic BREITENBACH (NB365253)
- b. Friendly forces. No Change

2. MISSION

No Change

3. EXECUTION

Intent: No Change

- a. Concept of operations.

(1) Maneuver. No Change.

(2) Fires. Priority of fires to Team B effective 280530Z July 1999 until OBJ DOG is secured.

b. Tasks to maneuver units. Team B conducts counterattack 280530Z Jul 1999 to secure OBJ DOG and defeat the MRC along our northern boundary.

- c. Tasks to combat support units. No Change.

- d. Coordinating instructions. See change 1 to Annex C, Operation Overlay.

(Classification)

(Classification)

1. SERVICE SUPPORT

No Change.

2. COMMAND AND CONTROL

No Change.

ACKNOWLEDGE:

TYLER  
COL

OFFICIAL:

PIERCE  
S3

ANNEXES: CH 1 to ANNEX C (OPERATION OVERLAY)

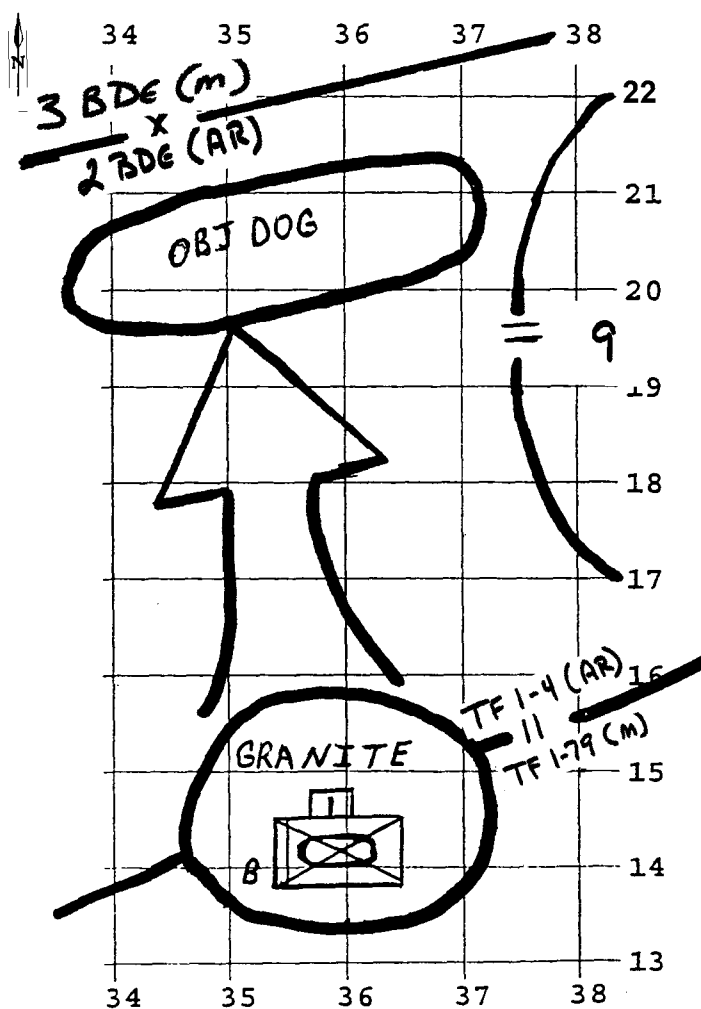
DISTRIBUTION: A

(Classification)

(Classification)

FRAGO 1 to OPORD 6-99, 3d Bde, 52d IN DIV (M)(B)

CHANGE 1 TO ANNEX C (OPERATION OVERLAY)



(Classification)

## HANDOUTS FOR LESSON 1: W422 version 1

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### **This Appendix Contains**

This appendix contains the items listed in this table--

<b>Title/Synopsis</b>	<b>Pages</b>
Student Handout 1; Advance Sheet	SH-1-1 and SH-1-2

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## **Student Handout 1**

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This student handout contains the Advance Sheet.

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# STUDENT HANDOUT 1

## Advance Sheet for W422, Plans, Orders, Annexes

**Overview** This 8 hour lesson covers the techniques, procedures, and formats that you must master in order to prepare and issue combat orders.

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**TLO** Terminal Learning Objective (TLO):

<b>Action:</b>	Prepare combat orders.
<b>Conditions:</b>	As a platoon sergeant/staff NCO in a company. battalion, or brigade level unit.
<b>Standards:</b>	Prepared combat orders IAW FM 101-5 and FM 71-2.

**ELO** Enabling Learning Objectives (ELOs):

- A Recognize the uses of the different types of combat orders.
  - B Prepare a warning order.
  - C Correct an operations order.
  - D Prepare an annex to an operations order.
  - E Prepare a fragmentary order.
- 

**Student Assignment**

- Study FM 101-5, App F and App H.
  - Read FM 71-2, App B.
  - Read FM 101-5, p 4-2 thru 4-5, 4-12, and 5-3 thru 5-27.
  - Read Fm 71-2, Chapter 2, pages 2-14 through 2-22.
  - Read Fm 101-5, Chapter 6, Appendix G.
- 

**Additional Subject Area Resources**

FM 101-5-1, Operational Terms and Symbols

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**Bring to Class**

- All reference material received for this class.
  - Writing material.
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